

**ATHENS-CLARKE COUNTY LIBRARY BOARD
2015 ATTENDANCE RECORD**

| | January | April | July | October |
|--------------------|---------------|---------------|---------------|---------------|
| Diane Adams | X | X | ABSENT | X |
| Erin Boydstun | X | X | X | X |
| Sean Boyle | X | ABSENT | X | ABSENT |
| Theresa Cullen | X | X | X | X |
| Julie Darnell | X | X | ABSENT | X |
| Linda Dodson | X | X | ABSENT | X |
| Wally Eberhard | X | X | X | X |
| John Gaither | X | X | X | X |
| Janet Geddis | X | X | X | X |
| Dennis Hopper | ABSENT | X | X | X |
| Linda Jones | ABSENT | X | X | X |
| Craig Pascoe | X | X | X | ABSENT |
| Bill Prokasy | X | X | X | X |
| Shannon Thompson | X | X | ABSENT | X |
| John Timmons | X | X | ABSENT | X |
| David "Chip" Woods | X | X | X | X |

10/23/15

POLY-VU
#PV 119

K&M Company
TOLSON, CA 95003

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| Sean Boyle | X | X | ABSENT | X |
| Theresa Cullen | X | X | X | ABSENT |
| Julie Darnell | X | X | ABSENT | X |
| Linda Dodson | ABSENT | X | X | X |
| Wallace Eberhard | X | X | X | X |
| John Gaither | X | X | X | X |
| Janet Geddis | X | ABSENT | X | X |
| Dennis Hopper | X | X | X | X |
| Linda Jones | ABSENT | X | X | X |
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**ATHENS-CLARKE COUNTY LIBRARY BOARD
DRAFT AGENDA – January 13, 2015**

Call to order.

Introduction of New Board Member

Review and Approve Minutes of October 14, 2014 meeting and the
Finance Committee Meeting November 24, 2014

Adopt Agenda.

Public Comment [5 minute limit]

Staff Report: Trudi Green, Patron Satisfaction Survey Results

Financial Report, FY15Q2 – Mamie Simonds, Business Manager

Committee Reports

- . Winterville – Linda Jones
- . Book Action Committee – Sean Boyle
- . FOL Report – Sean Boyle
- . Public Relations Committee – Wally Eberhard

Director's Report

Unfinished Business

New Business

ACC FY2016 Budget Approval
Committee and Regional Board Appointments

Announcements:

Hot Dog Day: Jan. 29, 2015 - Georgia Council of Public Libraries, State Capitol

Adjourn

Next Meeting April 14th, 2015 at 4 p.m.

ATHENS-CLARKE COUNTY LIBRARY BOARD
DRAFT Minutes, October 14, 2014 Meeting
Athens-Clarke County Library Board Room

Chairman Dennis Hopper called the meeting to order at 4:01 p.m. Trustees present were: Diane Adams; Svea Bogue; Erin Boydstun; Linda Dodson; Wally Eberhard; John Gaither; Janet Geddis; Linda Jones; William Prokasy; John Timmons; Chip Woods; Sean Boyle; Julie Darnell; Craig Pascoe. Theresa Cullen was absent. Staff members present were: Kathryn Ames; Donna Brumby, Trudi Green, Mamie Simonds, and Joy Ovington (who recorded the Minutes).

After the call to order, the Minutes of the July 8, 2014 meeting were reviewed and unanimously approved (Moved by Ms. Bogue and Seconded by Mr. Prokasy). The Agenda was then adopted unanimously (Moved by Mr. Prokasy and Seconded by Ms. Adams). There was no Public Comment.

Staff Report:

Donna Brumby and Trudi Green handed out the newly updated Request for Reconsideration of Library Resource or Service form and explained how it will be used.

Financial Report:

Ms. Simonds presented the 1st Qtr FY15 Financial Report to the Board. Ms. Simonds reported that we should be at around 25% of the year's budget. Revenues were at 24% and Expenditures were at 23%. Materials were high and it was explained by Director Kathryn Ames that we wanted to spend the local materials monies first. Ms. Simonds also noted that the auditors were currently on site and she would be working with them on the FY14 Audit Engagement.

Committee Reports

Winterville – Linda Jones reported that one of the vacancies on their Advisory board was filled by Winterville attorney Ms. Walker McNiff and the other vacancy is still open. Summer Reading Program, Teen Time, and Friends of the Library involvement is active and successful. The Mobile Computer Lab had 47 participants, and their holiday party is scheduled for December 18 at 6:30 pm.

Nominating Committee – Svea Bogue reported their recommendations and a unanimous vote took place that elected these Officers for the coming year: Mr. Wally Eberhard-Chair, Mr. Craig Pascoe-Vice-Chairman, and Ms. Julie Darnell-Treasurer.

Public Relations Committee – No Report

Policy Committee – moved to New Business segment of meeting

Endowment Board – Svea Bogue said they met on September 22nd and will meet again on October 20th. They have had inquiries regarding Planned Giving and need a Speaker—they are working on that at present.

Friends of the ACC Library – Sean Boyle reported the Spring Book Sale date is TBA, around UGA's Spring Break time. They had four Café au Libris events—100 people attended the Terry Kay event and there were also three others that had about 160 additional people attend. An upcoming event will be with Charlotte Marshall who edited "A Tangible Past" on the History of Athens, GA, on December 14th, & the day

before that on December 13th the Friends will hold their annual holiday gift-wrap fundraiser at Barnes & Noble Bookstore.

Director's Report:

Mrs. Ames handed out an encapsulation of the FY14 Annual Report and explained statistics under each topic.

Unfinished Business

Staff Training on the New Gun Law – Trudi Green reported on how Staff Training went after giving a brief overview of HB60. Officer Tim Scott led the staff training.

Update on Director Search – Mr. Prokasy stated that the closing date for applications is October 15th, and there are thirteen applicants (three from Georgia).

New Business

Constitution & By-Laws Update – Updated versions were handed out by Mr. Eberhard and he thanked Ms. Cullen for her work on the documents as things were tidied up, edited, and term limits were adjusted. A unanimous vote took place to approve the updated versions (moved by Mr. Eberhard, seconded by Mr. Gaither).

Policy Committee – Svea Bogue reported that there is now a proposition to change the draft of the updated Heritage Room Policy, on pg 5—to change the amount to \$2,500 and then present it to the Board for approval in the future. It was unanimously approved that it go back to the Policy Committee and Librarian Angela Stanley for further review (moved by Ms. Adams and seconded by Mr. Woods). Also, the new Digital Media Center Policy was handed out and described. A vote to unanimously approve it was held (moved by Ms. Bogue, seconded by Mr. Timmons).

Discussion of Budget Goals for 2016 – John Culpepper retired from the Finance Committee and Chris Caldwell will fill in. Julie Darnell was added to the Committee. Increased utility costs and improved wages were mentioned in the discussion. Another meeting will be scheduled soon.

Announcements:

Staff Development Day, Tuesday, November 11

The meeting was adjourned at 5:15 pm (moved by Ms. Bogue, seconded by Mr. Woods).

Next Meeting is January 13, 2015, at 4:00 pm in the Athens-Clarke County Board Room.

FINANCE COMMITTEE
ATHENS-CLARKE COUNTY LIBRARY BOARD
DRAFT Minutes, November 24, 2014 Meeting
Athens-Clarke County Library Board Room

Finance Committee Trustees present were Linda Dodson, Dennis Hopper, Theresa Cullen, John Gaither, and Bill Prokasy. Staff person present was Kathryn Ames.

The Committee met to discuss the Athens-Clarke County Library FY2016 Proposal to the Athens-Clarke County Board of Commission. The committee decided to propose the following:

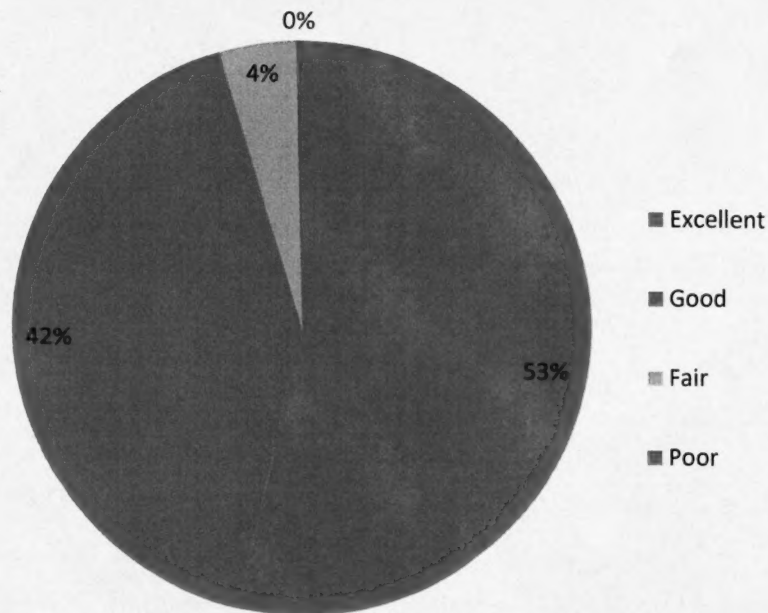
- 1) The elimination of the transfer from reserve of \$51,662.00
- 2) A 3% salary increase for all ACCL staff. A Total of \$35,196.96
- 3) The mandatory Georgia Health Insurance (GHI) increase from \$843/mo. to \$943/mo. An increase of \$26,000.00
- 4) An increase of 3% for utilities based on current budget estimates. A total increase of \$5,813.51
- 5) Revenue estimates based on increased copy money revenues and projections. An increase in revenues by (\$3,675.00)
- 6) Total proposed increase of \$114,997 or 6.14%

Athens-Clarke County Libraries

2014 Patron Satisfaction Survey

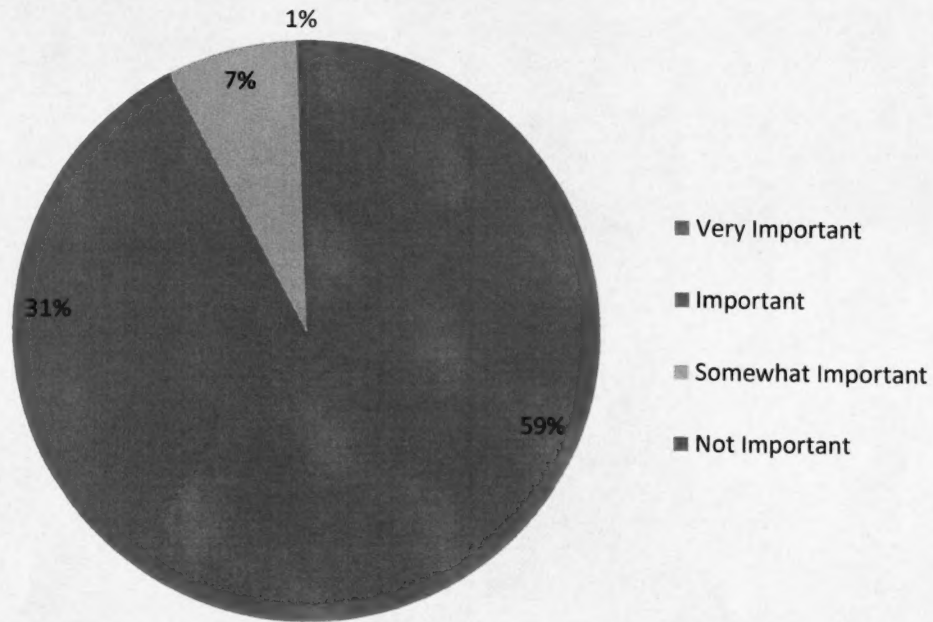
Received 1,969 surveys that indicated the home library was Athens-Clarke County

Overall Satisfaction



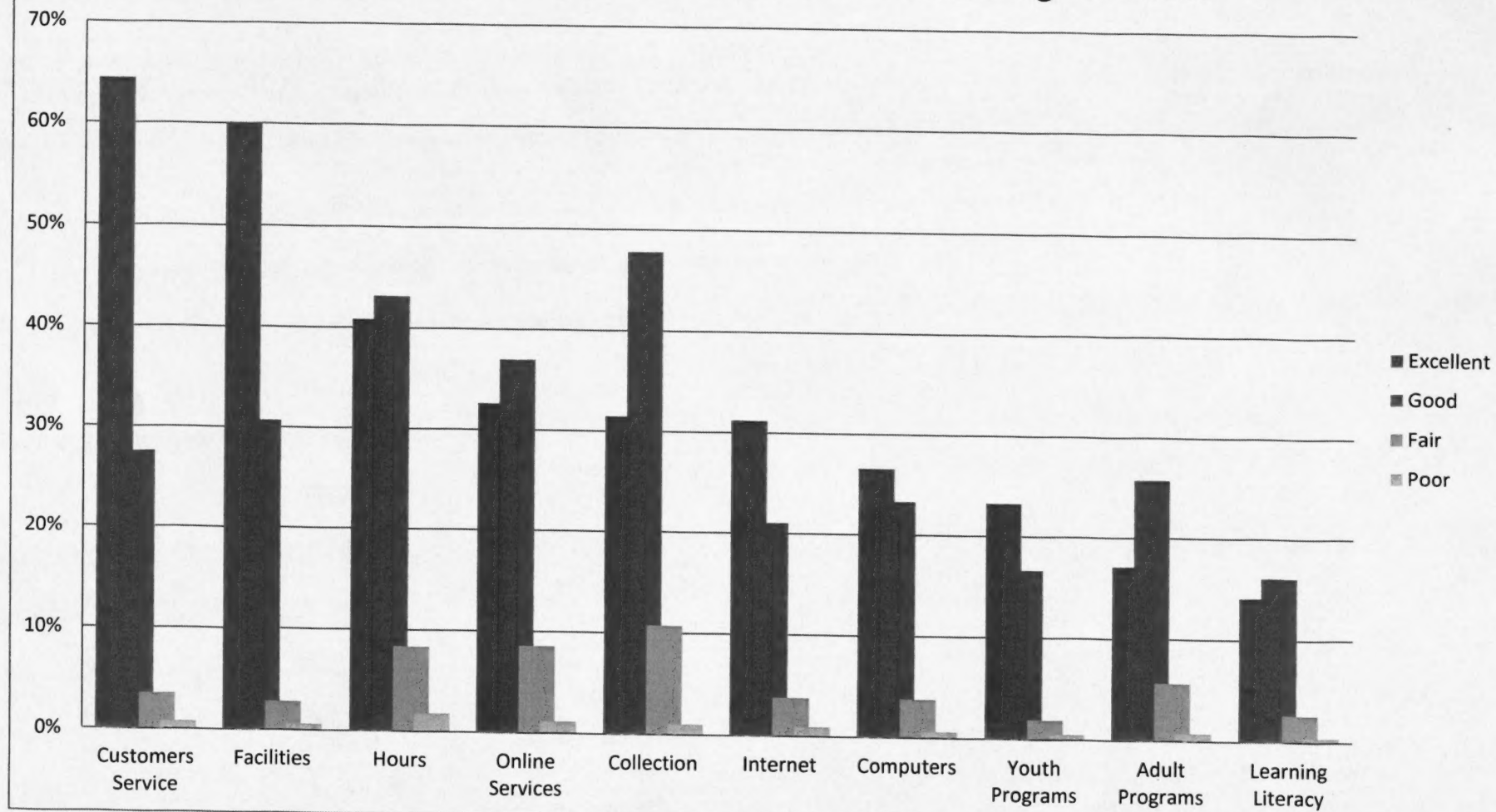
"A library is essential especially for our community as one of the poorest in the country. Therefore the education and literacy of the community is spearheaded by the library and programs offered."

Importance of the Library

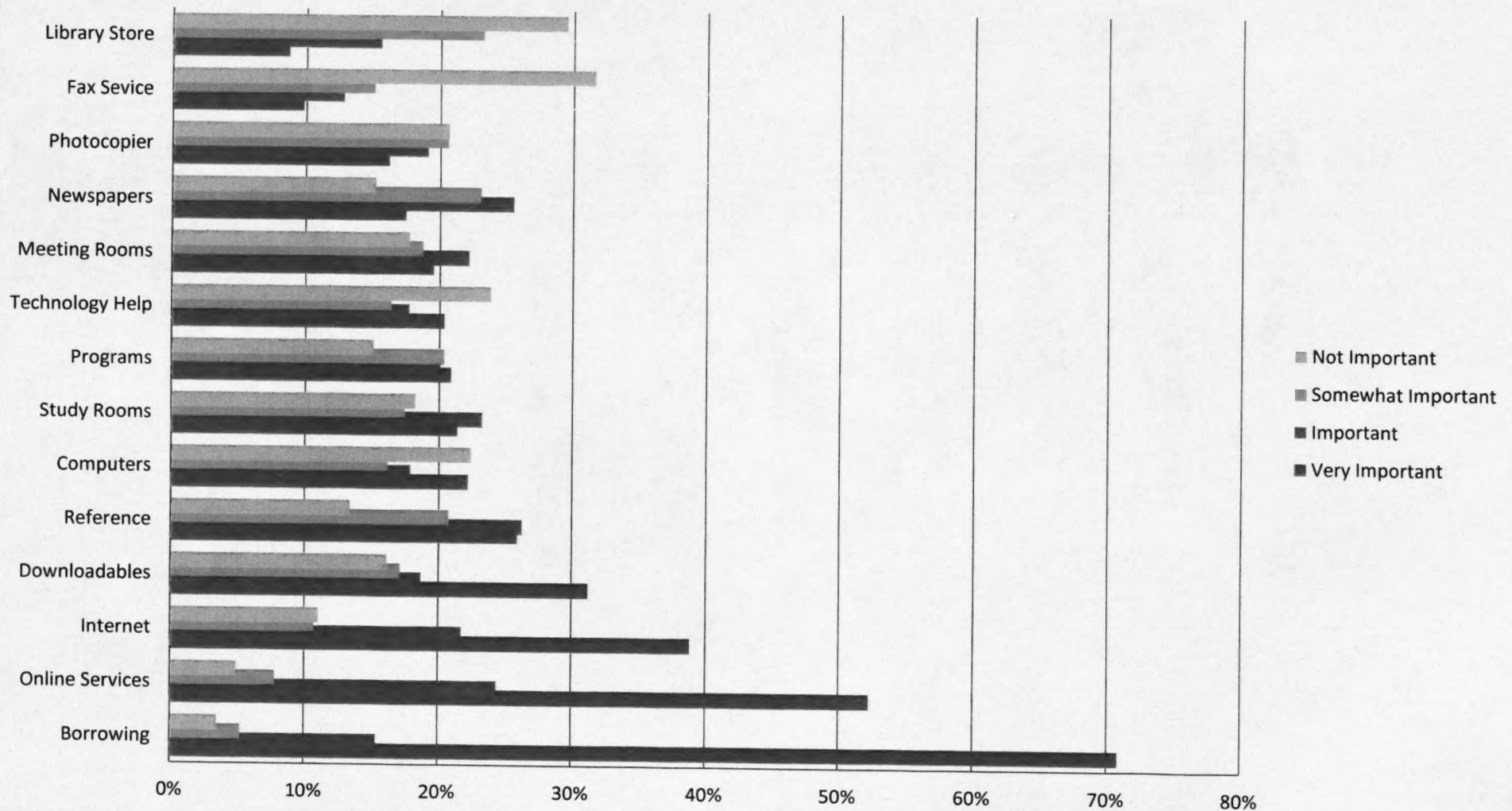


"It benefits us by providing reading material, research material, and staff to assist in finding these things. It's important that it has programs to encourage literacy in the community."

Q: How would you rate each of the following services?



Q: How important is each of the following services to you?



Of services offered, borrowing was the most important, with more than 85% rating is as "Very Important" or "Important."

Library Store/Vending, Fax and Photo copier services were scored as "Somewhat Important" or "Not Important"

Were you able to locate something to read, view, listen to, or download when you visited the library today?

1,685 responses

1,534 – yes

43 – no

Would you say that the library and its programs or services has ever helped you personally to improve your chances of educational or career success?

1,593 responses

943 - yes

517 – no

97 – n/a

- "Yes, The upstairs reference librarians helped tremendously when I was working on my resume."
- "Yes. Library resources enable me to conduct research for publishing articles."
- "I have used the printer and copier when I was unable to use my own for the purpose of work/school, so yes."
- "My daughter is ahead in reading and loves books, I give a lot of that credit to the library and the children's department there."
- "Being able to use the wifi helped me to apply for a new job last month."
- "I used some computer program books to refresh my memory for a recent job search. (I didn't get the job, but that's not the library's fault.)"
- "Yes. At 65, I recently completed my master's degree in social work at UGA. I often found books at the local library to assist me in writing papers, doing research, making presentations, and studying for exams."
- "Actually, I checked out the Dave Ramsey "Total Money Makeover" in January 2012 and have paid off around \$27,000 in debt since that time and am almost debt free. So I would say yes, access to free books when your money is limited is essential to everyone and the community at large."
- "Yes. I borrowed books on testing skills when I was studying for my LSAT to law school. I believe it helped - I am now a practicing attorney."

What do you value most about the library?

1,960 responses, of those there were:

- 851 mentions of books
- 150 mentions of child or children
- 86 mentions of computers
- 59 mentions of story time
- 44 mentions of Internet
- 36 mentions research

Specific responses:

- "Access to books (in print and audio) and online databases"
- "Value the fact that if my wifi is down at home I can go to have access to information."
- "The children's events"
- "BOOKS BOOKS BOOKS!!!"
- "I know it is always there for me no matter what I need--traditional library resources, outreach, etc. I know I can go there to get help/resources or they will point me in the right direction."
- "The teen program is important to my family. I have two teenage children (and one 7 year old). We live out in the country and my children do not have many opportunities to mingle with other teens. It is important to me that they are able to socialize whenever possible. They love the anime club."
- "Georgia Pines Internet Service-ordering books to read from all over the state of Georgia. Thank you!"
- "That it has something for everyone in the family, education, entertainment, quiet space..."
- "It may sound so simple, but the books. I love having access to books. After logging in at home, I locate a book or books and put a hold on it/them. I go pick them up when I get a notification that they are available. So easy. Makes reading a borrowed book so pleasant."
- "The staff who are always very helpful and knowledgeable. As cool as the new technology is I value the one-on-one with the librarians."

How could the library or its services be improved?

1387 comments

- Increasing and improving the collection received the most comments; these addressed all areas and formats, including ebooks. By far, the comments seen most was "get more" and "get more sooner."
- Being open more hours tallied the next largest number.
- Some of the other areas receiving comments for improvement were library facilities, patron behavior, programs, and marketing.

Specific responses:

- "The County Commission needs to double the library's budget."
- "More high-quality adult programming suited to more Athenians' tastes."
- "I would love a recording studio for podcasts."
- "Increased story times, especially on the weekends."
- "I'd like to see a larger collection of graphic novels. And complete series of novels. Often I cannot find the next book in a series, or the first."

Athens-Clarke County Library

FY2015

July 1, 2014 through December 31, 2014

Revenue:**FY2015**

| | <u>Amount</u> | <u>Received</u> | <u>Balance</u> | <u>Received</u> |
|---------------------------------|---------------------|-------------------|---------------------|-----------------|
| Athens-Clarke County Commission | 1,759,419.00 | 879,709.50 | 879,709.50 | 50.00% |
| City of Winterville | 18,000.00 | - | 18,000.00 | 0.00% |
| ACCL Fines and Fees | 70,000.00 | 28,982.65 | 41,017.35 | 41.40% |
| ACCL Copy Money | 25,000.00 | 13,284.10 | 11,715.90 | 53.14% |
| ACCL Meeting Room | 1,950.00 | 1,575.00 | 375.00 | 80.77% |
| Winterville Fines and Fees | 1,000.00 | 857.52 | 142.48 | 85.75% |
| Winterville Copy | 125.00 | 221.50 | (96.50) | 177.20% |
| Transfer from reserve | 51,662.00 | - | 51,662.00 | 0.00% |
| Interest | 6,000.00 | 1,267.54 | 4,732.46 | 21.13% |
| Totals | <u>1,933,156.00</u> | <u>925,897.81</u> | <u>1,007,258.19</u> | <u>47.90%</u> |

Expenditures:**FY2015**

| | | | | |
|-----------------------------|---------------------|-------------------|---------------------|---------------|
| Outreach | 44,000.00 | 22,000.00 | 22,000.00 | 50.00% |
| Wages/Benefits | 1,522,102.50 | 712,754.83 | 809,347.67 | 46.83% |
| Workers Compensation | 6,500.00 | - | 6,500.00 | 0.00% |
| Equipment Repair and Maint. | 5,000.00 | 1,335.82 | 3,664.18 | 26.72% |
| Telephone | 14,000.00 | 4,181.73 | 9,818.27 | 29.87% |
| Postage | 5,000.00 | 1,750.00 | 3,250.00 | 35.00% |
| Travel | 2,500.00 | 195.07 | 2,304.93 | 7.80% |
| Advertising | 7,000.00 | 45.00 | 6,955.00 | 0.64% |
| Insurance | 5,000.00 | - | 5,000.00 | 0.00% |
| Supplies | 29,171.00 | 13,952.88 | 15,218.12 | 47.83% |
| Materials | 15,000.00 | 11,134.65 | 3,865.35 | 74.23% |
| Printing and Publicity | 3,700.00 | 1,916.25 | 1,783.75 | 51.79% |
| Equipment Purchase | 3,899.00 | 2,175.21 | 1,723.79 | 55.79% |
| Dues/Registration | 1,500.00 | - | 1,500.00 | 0.00% |
| Cleaning Service | 75,000.00 | 37,200.00 | 37,800.00 | 49.60% |
| Building Lease | | 3,300.00 | (3,300.00) | |
| Electricity | 158,575.00 | 72,743.21 | 85,831.79 | 45.87% |
| Gas Heat | 15,810.00 | 5,978.40 | 9,831.60 | 37.81% |
| Water, Sewer, Garbage* | 16,500.00 | 9,058.10 | 7,441.90 | 54.90% |
| Storm Water Drainage | 2,898.50 | 525.21 | 2,373.29 | 18.12% |
| | <u>1,933,156.00</u> | <u>878,246.36</u> | <u>1,054,909.64</u> | <u>45.43%</u> |

Revenues over (under) Expenditures

- 47,651.45

| | <u>Budget Amount</u> | <u>Amount Expended</u> | <u>Balance</u> | <u>% of Budget Received</u> |
|-----------------------|--------------------------|----------------------------|-------------------|---------------------------------|
| State Grants: | | | | |
| Personnel | 538,409.01 | 269,204.51 | 269,204.51 | 50.00% |
| Materials | 23,012.10 | 17,957.24 | 5,054.86 | 78.03% |
| System Services Grant | 104,475.44 | 52,237.72 | 52,237.72 | 50.00% |
| Talking Book Center | <u>124,620.00</u> | <u>62,310.00</u> | <u>62,310.00</u> | <u>50.00%</u> |
| | <u>790,516.55</u> | <u>401,709.47</u> | <u>388,807.09</u> | <u>50.82%</u> |

| | | | | |
|------------------|-------------------|------------------|------------------|---------------|
| SPLOST MATERIALS | <u>130,000.00</u> | <u>30,819.50</u> | <u>99,180.50</u> | <u>23.71%</u> |
|------------------|-------------------|------------------|------------------|---------------|

Fund Equity ("Reserve")

| | |
|-------------------------------------|---------------------|
| Fund Equity ("Reserve") at 07/01/14 | 459,153.67 |
| Vacation Liability | (116,725.21) |
| One Months Operating Expense | <u>(161,096.33)</u> |
| | <u>181,332.13</u> |

Other Entrepreneurial Activities

Passport Revenue and Expense Statement FY2015

Revenues

| | |
|-----------------------|------------------|
| 07/01/14-12/31/2014 | <u>19,080.00</u> |
| Total Revenues | <u>19,080.00</u> |

Expenditures

| | |
|---------------------------|-----------------|
| Supplies | 94.24 |
| Click and Ship Postage | <u>1,702.24</u> |
| Total Expenditures | <u>1,796.48</u> |

| | |
|--------------------------------|------------------|
| Net Profit Current Year | <u>17,283.52</u> |
|--------------------------------|------------------|

| | |
|-------------------------------------|------------|
| Current Balance in Passport Account | 424,568.21 |
|-------------------------------------|------------|

Library Store Revenue and Expense Statement FY2015

Revenues

| | |
|-----------------------|-----------------|
| 07/01/14-12/31/2014 | <u>5,534.51</u> |
| Total Revenues | <u>5,534.51</u> |

Expenditures

| | |
|-----------------------------|-----------------|
| Supplies | |
| Equipment | |
| Dues and Registrations | |
| Travel | |
| Sales Tax | 387.42 |
| Library Store Cost of Goods | <u>2,780.77</u> |
| Total Expenditures | <u>3,168.19</u> |

| | |
|--------------------------------|-----------------|
| Net Profit Current Year | <u>2,366.32</u> |
|--------------------------------|-----------------|

| | |
|----------------------------------|------------|
| Balance in Library Store Account | 145,126.21 |
|----------------------------------|------------|

Athens Regional Library Outside Grants FY14/15

| Grantor | Grant Description | Amount |
|---|---|-------------------|
| ACCL Endowment | ACCL Materials Grant | 25,000.00 |
| Athens Rotary Club | ACCL Materials | 680.00 |
| Athfest Music grant | New children's music grant | 1,200.00 |
| Better World Books | ACCL Gift Materials | 5,700.88 |
| Bogart City Materials Grant | Bogart Materials | 10,000.00 |
| E-Rate | ARLS Educational Discount on all telephones grant | 11,518.00 |
| State Technology Broadband Initiative | Broadband for ARLS | 65,000.00 |
| Friends of the Athens-Clarke County Library | ACCL Wish List | 23,000.00 |
| Friends of the Lavonia Library | Lavonia Materials | 3,832.12 |
| Friends of the Madison County Library | Madison County Wishlist | 1,215.00 |
| Friends of the Royston Library | Royston Materials | 2,079.00 |
| Friends Staff Development Day | funds for Staff Development Day | 800.00 |
| Institute of Museum and Library Science | ACCL Baby Boomers Technology Grant Year 4 | 160,035.00 |
| LSTA PRIME TIME year 2 | Hispanic Program | 11,250.00 |
| Oconee County Friends of the Library | Watkinsville Materials | 26,433.47 |
| Oglethorpe County Friends of the Library | Oglethorpe County Materials | 3,681.21 |
| State Major and Renovation Grant | Royston, Oglethorpe and ACCL | 63,828.00 |
| Plumb Creek Foundation | ACCL Summer Reading Club | 750.00 |
| State of Georgia Financing Commission | Lavonia Grant | 13,750.00 |
| Summer Reading Club Local Donations | Summer Reading Club | 4,800.00 |
| TOTAL | | 434,552.68 |

Director's Report for January 2015

1. I am continuing to work on a part-time basis until March 4, 2015. The new Director will begin work on March 16. During the interim, Donna Brumby and Trudi Green will fill in. If you need anything at all, please call one of us at 706-613-3650. I want to thank everyone for working with the regional board members to find a spectacular new director, and to thank you for all of your hard work over the past years. This has been truly appreciated!
2. Varsity Hot Dog Day will be January 29 at the State Capitol from 11-2. If you can attend, we would love to have you come and advocate for libraries. This year, we will be promoting the Bogart construction project – local funds are available and ready to go; materials grant [it dropped 6 years ago from 65 cents per capita to less than 5 cents this year]; and the MRR funds for both building repair and computers. We almost don't need to justify these things—they are so obvious, but we do need to remind the elected officials that people continue to read BOOKS, they continue to use computers and other electronic resources, and our buildings need repairs. I have asked our PR staff to work on a display to respond to the comments about the need for new books—and to find a way to communicate with legislators about that need. We hope to launch this in coming weeks, ask patrons to send a short postcard [we'll deliver via bulk mail] pushing for materials funds.
3. The one change that may take place this year with the budget will not be confirmed until May, but we do anticipate that the health benefits cost may increase another \$100 per month per eligible employee. As you know, the law changed last year to say that an employee must work 30 hours per week to qualify for health benefits—we had 4 employees regionwide who worked more than 25 but less than 30 hours; they now all have been increased to 30 hours in order to continue their benefits. Teacher's Retirement benefits are mandatory and this system begins at 20 hours per week and we may also anticipate an increase by a very small amount. We no longer have anyone who falls into the 20-29 hour per week category.
4. Personnel. Long time regional employees Clare Auwarter [who was our Extension Librarian and most recently worked with the Friends]; Laura Carter, Genealogy and Reference Librarian; and Diane Williams, Acquisitions Librarian for Fiction for Region, have all retired leading to many shifts in staffing. We also have had some turn-over in other positions. Toby Mayfield is now the Circulation Manager in Athens after leaving the Winterville Library and Austin Jenkins has moved from Lexington to Winterville. Longtime Royston assistant, Annette Sims has left. As always, turn-over gives us an opportunity to make some changes in the program and to look at staff deployment. One of the concerns for the future will be getting salaries to an adequate level to be able to retain more staff. While turn-over is expected, we also want to offer a living wage. Retention, retraining, and development of leadership skills is critical to the future.

5. Gun control. We continue to tell Legislators that we don't want to interfere with carry legislation but we oppose guns in children's areas. This may be considered during the legislative session, but I've been advised that this won't be a year to push the issue. However, I have spoken at length with every legislator about it privately and even the most hard core advocate agrees at least on that issue.
6. Talking Books Center. Our Talking Books Center will officially become an Outreach Center in July. This means we will still be available to participate in festivals and to promote services to the blind and physically handicapped, but we will be limited in some of the services we provide. We dismantled our collection during the construction phase, so we have only a small basic collection of talking books, mostly in digital format, some reading machines, and a small collection of other materials. One of my favorite collection items is the bi-folkal collection which is designed to stimulate memory and conversation. Our staff is always glad to meet people who qualify for talking books or who serve them, so give us a call!
7. I have asked GPLS to offer a training session on making the effective "ask" of Commissioners and other funders in the coming month. I am hopeful that they can get this on the schedule and will offer such a program here. We need to try new approaches to requesting funds—what we have been doing doesn't seem to be working! If we can get this scheduled, I'll let you know.

I know there are many great things going on in our region—the annual report demonstrates this and our customer satisfaction survey reflects it as well. We want to continue to build staff service attitudes, offer exemplary programming activities, and promote reading! This quarter, let's focus on legislative issues, promote 1000 Books Before Kindergarten, and welcoming our new Director!

I've had a great 41+ years, enjoyed terrific staff and board support, and I'm looking forward to seeing where our libraries can go in the next 20 years! Thank you all.

POLICIES FOR PUBLIC LIBRARY STATE GRANTS PROGRAM

Georgia Public Library Service – Revised December 2014

The Georgia Public Library Service (GPLS), a unit of the Board of Regents, University System of Georgia, is responsible for the administration and distribution of state grant funds to public libraries in Georgia, as set forth in the Official Code of Georgia Annotated 20-3-39. State laws governing the operation of public libraries in Georgia are found in O.C.G.A. 20-5-40 – 20.5.59. In order to receive any state, federal or private library grant funds administered by GPLS and/or the benefits of any state administered program or service, a Library System shall meet all of the following Requirements for State Grants.

1.0 Administration and Governance

- 1.1 Library System governing Boards of Trustees shall adopt and maintain a current Collection Development Policy for all libraries within the Library System.
- 1.2 The Library System Director shall ensure the maintenance and quality compliance of all permanent cataloging and acquisition records for Library Materials acquired for or by the Library System.
- 1.3 The Library System governing Board of Trustees shall provide for Basic Library Services and their distribution to the Library System's Service Area.
- 1.4 Library System governing Boards of Trustees shall meet a minimum of 4 times each year and shall maintain at the Headquarters Library the official minutes of all meetings.
- 1.5 Library System governing Boards of Trustees shall adopt and maintain a current written Personnel Policy that is in compliance with all applicable state and federal laws and requirements.
- 1.6 Each Library System governing Board of Trustees shall adopt and maintain a current Technology Plan.
- 1.7 Each Library System governing Board of Trustees shall adopt and maintain a current Internet Acceptable Use Policy.
- 1.8 Each Library System governing Board of Trustees shall adopt and maintain a current Library System Policy on the Use of Facilities.
- 1.9 The Library System Director shall offer Trustee training for Library System Trustees at least once every three years.
- 1.10 Each Library System Governing Board of Trustees shall review the system's Constitution and Bylaws at least once every four years.

2.0 Types of Grants

2.1 State Reimbursed Public Library Position Grants

- 2.1.1 All grant expenditures, including state-reimbursed positions, must follow state guidelines (eg, personal gifts, alcoholic products, tobacco products, etc). Specific questions should be addressed to the State Grants Liaison at GPLS.
- 2.1.2 Step raises may be suspended if funding is not available through state appropriations. All efforts will be made to maintain applicable steps for all state-paid positions.

2.2 Public Library Materials Grants

- 2.2.1 The Public Library Materials Grant shall be used for the purchase of Library Materials and the cataloging and processing of these materials in accordance with the Library System Collection Development Policy.
- 2.2.2 The Public Library Materials Grant shall not be used for personnel costs.

2.3 Public Library System Services Grants

- 2.3.1 The System Services Grant shall be used for the general operation of library services.
- 2.3.2 The System Services Grant shall not be used for land acquisition or construction.
- 2.3.3 The System Services Grant shall not be used for the supplement of state-reimbursed position

2.4 Sub-Regional Library for the Blind and Physically Handicapped Grants.

- 2.4.1 The use of the SLBPH grant shall be delineated in the annual contract with GPLS.
- 2.4.2 This grant is provided only to designated library systems.
- 2.5 GPLS reserves the right to make additional grant awards as deemed necessary for the provision of library service in Georgia.

3.0 Financial Management

- 3.1 Library System Boards of Trustees shall adopt and maintain an annual balanced Budget that includes all local, state, federal and private funds. A Budget should be in place prior to the beginning of each Fiscal Year and should be amended as needed throughout the Fiscal Year.
- 3.2 Library System Boards of Trustees may choose to charge an annual non-resident fee for a library card to those who reside outside the Service Area of the Library System. This fee shall entitle non-residents to all Basic Library Services. PINES libraries will follow PINES policies addressing non-resident fees.
- 3.3 Library System Boards of Trustees may choose to recover unique, identifiable costs from customers for specific transactions that exceed basic library services, e.g. photocopying, faxing, fees or deposits charged for the use of library facilities or property in accordance with the Library System Policy on the Use of Library Facilities.
- 3.4 Each Library System Board of Trustees shall ensure the maintenance of all financial records in accordance with the Georgia Public Library Standard Chart of Accounts and in compliance with all GAAP regulations.
- 3.5 The Library System's financial statements shall be subject to an annual audit, when required by a granting authority, or an attestation engagement for agreed-upon procedures, as deemed appropriate by the Library System's Board of Trustees, conducted by a Certified Public Accountant (CPA) currently licensed to practice in the State of Georgia. However, an agreed-upon procedures engagement performed by the BOR/GPLs Internal Auditors will meet the requirement for an attestation engagement if performed on the System. The report shall be directed to the Director and Board of Trustees of the Library System. The Director shall provide a copy of the report to each funding agency. If deemed necessary by GPLS, a corrective action plan must be filed and implemented for any findings or exceptions noted in the report.

4.0 State Grants

- 4.1 The governing Library System Board of Trustees shall have the sole authority to apply for and receive any Grants administered by GPLS.
- 4.2 Governing Library System Boards of Trustees shall annually submit for approval to GPLS an Annual Report and Application for the Renewal of State Grants.
- 4.3 Governing Library System Boards of Trustees shall use State Grants only for stated purposes.
- 4.4 Total local governmental annual operating support for each library system shall be equal to or greater than that of the preceding fiscal year. Failure to sustain this maintenance of effort (MOE) requirement may result in the forfeiture of state grants and state-funded benefits to the library system, including but not limited to PINES and Galileo. Special funds or appropriations (eg. SPLOST, Impact Fees) shall not be calculated as part of MOE.
- 4.5 All new library systems established after July 1, 2010, shall have local committed governmental operating funding (direct appropriation, in-kind or on-behalf) totaling a minimum of \$400,000 annually.
- 4.6 Single-county library systems established on or after July 1, 2010, providing local funding support as described above, shall be allocated one professional position grant. Second and subsequent professional position grants may be allocated when county population achieves increments of 75,000.
- 4.7 In instances where existing library systems or parts of existing library systems (a single county joining a multi-county; single county systems joining together; multi-county library systems joining together or a county from one multi-county system joining another multi-county system) join together to form a new library system, positions shall be allocated according to the currently-approved formula.
- 4.8 The Library System Board of Trustees shall include in the calculation of required Local Governmental Support all auditable funds provided by Local Governmental Authorities, in cash and On-behalf and shall report all funding from Local Governmental Authorities in the Annual Report and Application for the Renewal of Grant Funds.
- 4.9 All revenue from all sources that comes to the library system or a member library is public funds and shall be reported in the Annual Report and Application for the Renewal of Grant Funds and shall be subject to annual audit.
- 4.10 The Library System Board of Trustees shall provide a description of services to be provided to and/or for each county for each of the State Grants. Additionally, a budget showing the use of the System Services Grant and State Materials Grants for each county in the Library System shall be submitted.

5.0 Definitions

Affiliated Library—see Member Library

Annual Operating Funds – Funding provided to the Library System for the general operation of a Library System or appropriated and expended for Library System services by a local governmental agency.

- Funding by way of a direct appropriation (cash)
- Payment of expenses (including payroll and all other budgetary line items) by a Local Governmental Agency acting as the Library System's fiscal agent. (On-behalf)
- Auditable expenditures for library services included in a Local Governmental Agency's line items that include expenses other than those exclusively for library services. (On-behalf)

Annual Report and Application for the Renewal of State Grants – A report filed each year by the Library System Board of Trustees showing fiscal activity and library activity for the Prior Fiscal Year.

Appropriated or Levied Tax Funds – Governmental funds from a local taxing authority that have been budgeted for Library System operations by the legal body (council, commission or board of education).

Audit – An annual review of the Library System's fund level financial statements, prepared in accordance with the Generally Accepted Accounting Principles (GAAP) for governmental agencies and submitted to GPLS, and documentation supporting those financial statements will be completed in accordance with either auditing or attestation standards promulgated by the American Institute of Certified Public Accountants (AICPA), as deemed appropriate by the Library System's Board of Trustees or, where appropriate, agreed-upon procedures.

Basic Library Service – The minimum services that must be provided to the community at large by a Georgia public Library System receiving state funding, with no charges, are:

- Organized Collection of Library materials
- Library System sponsored programs
- Assistance in the use of library resources from qualified staff for general reference and information purposes as defined by Library System policy
- Access to Internet services

Board of Regents of the University System of Georgia: (BOR) – The state agency within which the Georgia Public Library Service is administratively located.

Book Deposit:

- has no set hours of operation
- has no paid library staff
- has a rotating collection of materials and no on-site catalog
- has no telecommunications or limited/borrowed telecommunications access
- is located in a shared and/or borrowed space

If every criteria for a Member or Branch Library or a Library Service Outlet, is not met, the facility is automatically classified as a Book Deposit.

Bookmobile – A traveling library consisting of at least a truck or van that carries a collection of Library Materials, has a paid staff and makes regularly scheduled stops to distribute and collect materials.

Branch Library – see Member or Branch Library

Budget – An itemized summary of estimated or intended expenditures for a given period that includes proposals for financing them.

Central Library or Headquarters Library – The single library or a library which houses the operational center of a multiple-facility library or a separate facility that is the administrative office and/or operational center of a multiple facility Library System. Single outlet headquarters libraries must meet or exceed branch requirements.

Circulation – The checking out and renewing of Library Materials or equipment to a customer for use outside of the facility. In-house use is counted and reported separately.

Collection Development Policy - A written statement of the policies of the Library System Board of Trustees for developing and maintaining the library's collection of Library Materials.

Current Fiscal Year – The Fiscal Year currently in operation.

Deposit – A sum of money given as security for the use of Library Materials or equipment that is returned to the patron when the equipment or materials are returned to the library.

Federal Grants – Grants awarded to Library System Boards of Trustees by GPLS from funds received through LSTA from the Federal Institute of Museum and Library Services and other Federal grants.

Fee – A fixed charge for a service.

Financial Activity – Use of any money by a Library System Board and all member libraries and their boards. This does not include funds spent by a Local Governmental Authority On-Behalf of a library or In-Kind spent for a library.

Financial Statements – The Library System's annual fund level financial statements, prepared in accordance with the Generally Accepted Accounting Principles (GAAP) for governmental agencies, filed with GPLS.

Fiscal Year – The fiscal year for which the state government operates its budget. (July 1 through June 30)

Georgia Public Library Service(GPLS) – The State Library Agency that is responsible for the distribution of state and federal library grant funds to Library Systems in Georgia. GPLS is a unit of the Board of Regents of the University System of Georgia.

Georgia State Board for the Certification of Librarians – The licensing board of the Office of the Secretary of State for Professional Librarians.

Grants see Other Grants

Headquarters Library see Central or Headquarters Library

In-Kind see On-Behalf

Internet Acceptable Use Policy – A Library System Board policy that details the acceptable use for Internet computers, by whom and any other parameters deemed necessary, as defined by OCGA 20.5.5.

Kiosk – A Kiosk is a library facility that is maintained within another established business or agency that provides access either virtually or in person to library services and resources. A Kiosk may be classified as a Branch Library or as a Service Outlet if it meets the definition.

Library Materials – resources in a variety of formats for use by the general public or by the Library System staff.

Library Service Outlet:

- is open 15 – 29 hours weekly
- has paid library staff
- has an organized collection of library materials
- is in separate quarters with defined space used solely for library purposes
- has a telephone on site that is not shared.
- has a separate line for computer use
- has at least one computer dedicated to patron use.

A Library Service Outlet is eligible for state-funded Internet access, and may be eligible for MRR (Major Repair and Replacement) funds.

Library Services and Technology Act (LSTA) – The federal grant program for library services that is provided by the Institute of Museum and Library Services, typically administered by GPLS.

Library System – A single library or a group of libraries from one or more counties that have been established by the governing authorities of any county or municipality by resolution or act, by approval of the voters or by contractual agreement among governing authorities to provide public library services to the constituents in the jurisdictions of the governing authorities.

Library System Director – The individual hired by the Library System Board of Trustees to administer the total library program as defined in OCGA § 20-5-45.

Library System Board of Trustees – The Board that has governing authority for a county or multicounty Library System. (OCGA 20.5.41, 20.5.43, 20.5.47)

Local Governmental Support – The funding provided to Library System Boards of Trustees by a Local Governmental Authority.

Local Governmental Authority – The governing body of any county, municipality or board of education.

Maintenance of Effort – The requirement that local governmental annual operating support for library systems shall be equal to or greater than that of the preceding fiscal year in order to qualify for state aid.

Materials Selection Policy – See Collection Development Policy

Member Library – A library (Branch Library, Service Outlet, Bookmobile, Kiosk, or Book Deposit) that participates in a Library System.

Member or Branch Library:

- is open 30 or more regularly scheduled hours weekly
- has paid library staff
- has an organized collection of library materials accessible through on-site catalog.
- is in separate quarters with defined space used solely for library purposes
- has a minimum of 1000 gross square feet
- has a telephone on site that is not shared
- has a separate line for computer use
- has at least one computer dedicated to patron use

Member or Branch libraries do not include administrative office buildings service outlets, bookmobiles, separate meeting/classroom buildings, processing centers or warehouses. A Member Branch library is eligible for state and federal grants.

On-Behalf – Auditable funds, to which an object of expenditure can be assigned, spent by a Local Governmental Authority in support of public library activities and services but not given in cash to the Library System Board or any member Library or Library Board.

Operating Funds see Annual Operating Funds

Other Grants – Grants that are administered by GPLS with the funding source being private or public funding, e.g. Bill and Melinda Gates Foundation, National Endowment for the Humanities.

Personnel Policy – A comprehensive policy for the personnel of the Library System including all member Libraries detailing employment relations.

Plan for the Distribution of Services – A comprehensive description of services offered by the Library System.

Policy on the Use of Library Facilities – A comprehensive policy for the use of all library facilities (Central and all member Libraries).

Preceding Fiscal Year – The fiscal year immediately prior to the Current Fiscal Year.

Professional Librarian – A person who holds a minimum of a Librarian's Professional Certificate grade 5B or higher from the Georgia State Board for the Certification of Librarians.

Public Information Network for Electronic Services(PINES) – The shared automation system sponsored by GPLS and used in Library Systems on a voluntary contractual basis.

Public Library Materials Grant – A state grant provided by GPLS to each qualifying Library System each year for the purpose of purchasing and making Library Materials available to customers. Grants are awarded on a formula basis.

Service Area – The geographical area within the county or counties of the Library System.

Service Outlet see Library Service Outlet

Special Funds – Funding that may be temporary and/or conditional including but not limited to grants and matching funds, SPLOST and impact fees.

State Grants – Grants awarded by GPLS to Library System Boards of Trustees from state funds appropriated through the Georgia General Assembly.

State Reimbursed Public Library Position Grants – Grants awarded each year by GPLS to qualifying Library Systems for the reimbursement of salaries and benefits of locally- employed Professional Librarians. Grants are awarded on a formula basis.

System Services Grant – a grant awarded each year by GPLS to each qualifying Library System to help support the provision of Library System services. Grants are awarded on a formula basis.

Sub-regional Library for the Blind and Physically Handicapped (SLBPH) – a contract service between a library system and GPLS to provide specified library services in an assigned geographic area to persons certified to receive library services under the requirements of the Library of Congress' National Library Service for the Blind and Physically Handicapped program.

Technology Plan – A comprehensive plan for all facilities within a Library System showing current and planned deployment of technology and telecommunications.

Virtual Library – A library which exists solely in electronic form or on paper, with no physical facility.

Informational Overview of Georgia's Public Libraries

| System | Director | Email | Facilities | HQ | Address | City, State Zip | Phone | County(ies) | House District | Representative(s) | Senate District | Senator(s) |
|---|------------------------|---|------------|---|---------------------------------|------------------------------|---------------|--|--|--|---------------------------------------|---|
| Atlanta-Fulton County Library System | Kathryn Ames | karnes@atlantafcl.org | 11 | Athens-Clarke County Library | 2025 Baxter Street | Athens, GA 30606-6131 | 706-611-3650 | Clarke, Franklin, Madison, Oconee, Oglethorpe | 32, 33, 117, 118, 120 | Alan Powell (R); Tom McCall (R); Regina Quick (R); Spencer Frye (R); Chuck Williams (R); Mickey Channell (R) | 24, 46, 47, 50 | Bill Jackson (R); Bill Coswert (R); Frank Ginn (R); John Wilkinson (R) |
| Atlanta-Fulton County Library System | Annie Haimes | anne.haimes@fultoncountyla.gov | 35 | Central Library | 1 Margaret Mitchell Sq | Atlanta, GA 30303-1089 | 404-739-1700 | Fulton | 22, 40, 45, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 80, 95 | Sam Moore (R); Rick Golick (R); Matt Dollar (R); Jan Jones (R); Harry Geisinger (R); Chuck Martin (R); Lynne Riley (R); Wendell Willard (R); Jo Wilkinson (R); Sheila Jones (D); Edward Lindsey (R); Tyrone Brooks (D); "Able" Mable Thomas (D); Pat Gardner (D); Simone Bell (D); Margaret D. Koser (D); Resha Walker (D); Roger Bruce (D); LaDawn Jones (D); Ronni Mabre (D); Virgil Fluid (D); Sharon Beasley-Teague (D); Mike Jacobs (R); Tom Rice (R) | 6, 21, 28, 32, 35, 36, 39, 40, 48, 56 | Hunter Hill (R); Brandon Beach (R); Mike Crane (R); Judson Hill (R); Donnell James (D); Nan Orock (D); Horacena Tate (D); Vincent Fort (D); Fran Miller (R); David Shafer (R); Jon Albers (R) |
| Augusta-Richmond County Library System | Darlene Price | priced@ecgrl.org | 6 | Augusta-Richmond County Public Library | 823 Telfair Street | Augusta, GA 30901 | 706-821-2600 | Richmond | 123, 124, 125, 126, 127 | Barbara Sims (R); Henry "Wayne" Howard (D); Earnest Smith (D); Gloria Frazer (D); Brian Prince (D) | 22, 23 | Hardie Davis (D); Jesse Stone (R) |
| Barrow County Library System | Carmen Sims | carmen@barrowlibrary.org | 3 | Cartersville Main Street Library | 425 West Main Street | Cartersville, GA 30120-3400 | 706-381-4203 | Barrow | 14, 15, 16 | Christian Coomer (R); Paul Battles (R); Trey Kelley (R) | 14, 52 | Bruce Thompson (R); Chuck Huffstetter (R) |
| Bartram Trail Regional Library System | Lillie Crowe | lillie@btrtl.net | 3 | Many Wells Library | 204 East Liberty Street | Washington, GA 30673-1746 | 770-528-7736 | Brooklynn, Taliaferro, Wilkes | 33, 320, 121, 128 | Tom McCall (R); Mickey Channell (R); Barry Flemming (R); Mack Jackson (D) | 23, 24 | Jesse Stone (R); Bill Jackson (R) |
| Brooks County Library System | Laura Harrison | harrison@brookspubliclib.ga.us | 1 | Brooks County Library | 404 Barwick Road | Quitman, GA 31643-1523 | 770-414-4432 | Brooks | 175 | Amy Carter (R) | 52, 54 | Tim Golden (R) |
| Catoosa County Library | Darla Chambliss | dch@catoosacountylibrary.org | 1 | Catoosa County Library at Benton Place Campus | 108 Catoosa Circle | Ringgold, GA 30701 | 706-955-3600 | Catoosa | 2, 3 | Steve Tardis (R); Tom Weldon (R) | 52, 54 | Chuck Huffstetter (R); Charlie Bethel (R) |
| Chatahoochee Valley Libraries | Alan Harkness | aharkness@cvlts.net | 7 | Columbus County Library | 1000 Mason Road | Columbus, GA 31906 | 706-246-2669 | Chatahoochee, Marion, Muscogee, Stewart | 133, 134, 135, 136, 137, 138, 151 | John David Pezard (R); Richard H. Smith (R); Calvin Smyre (D); Carolyn Hugley (D); Debbie Buckner (D); Mike Cheekos (R); Gerald E. Greene (R) | 12, 15, 29 | Freddie Powell Sims (D); Ed Harrison (D); Joshua McKinn (R) |
| Chattahoochee County Library System | Susan Stephens | stephens@chattahoocheecountylibrary.org | 2 | Chattahoochee County Library | 160 Farrar Drive | Summerville, GA 30747-2017 | 706-497-72553 | Chattahoochee | 12 | Eddie Lumsden (R) | 52, 53 | Chuck Huffstetter (R); Jeff Mullis (R) |
| Cherokee Regional Library System | Leola Tolandis | leolant@chrls.org | 4 | Lafayette Walker County Public Library | 325 South Duke Street | Lafayette, GA 30728-2936 | 706-612-2892 | Dade, Walker | 1, 2 | John Deffenbaugh (R); Steve Tannon (R) | 53 | Jeff Mullis (R) |
| Cherokee Regional Library System | Claudia Gibson | cgibson@chrestatestlib.org | 4 | Dawson County Library | 342 Allen Street | Dawsonville, GA 30531 | 706-344-2690 | Dawson, Lumpkin | 7, 9 | David Ralston (R); Kevin Tanner (R) | 51 | Steve Gooch (R) |
| Clayton County Library System | Rosalind Letts | rosalind@claytonpl.org | 8 | Clayton County Headquarters Library | 865 Battlecreek Road | Jonesboro, GA 30236-1919 | 770-471-3850 | Clayton | 60, 63, 74, 75, 76, 77, 78 | Keisha Waites (D); Ronnie Mabre (D); Valencia Stovall (D); Mike Glanton (D); Sandra Scott (D); Darryl Jordan (D); Demetrius Douglas (D) | 34, 44 | Valencia Seay (D); Gail Davenport (D) |
| Coastal Plain Regional Library System | Kathy Grifft | kgri@cppl.org | 6 | Coastal Plain Headquarters Library | 210 Chestnut Avenue | Tifton, GA 31794-3108 | 229-346-3400 | Berrien, Cook, Irwin, TH, Turner | 155, 170, 172 | Jay Roberts (R); Penny Houston (R); Sam Watson (R) | 7, 8, 13 | Tyler Harper (R); Tim Golden (R); John Crosby (R) |
| Cobb County Library System | Helen Poyer | helen.poyer@cobbcounty.org | 17 | Central Library | 264 Roswell Street NE | Marietta, GA 30060-2004 | 770-523-2320 | Cobb | 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 53, 61 | Charles Gregory (R); Ed Setzler (R); Earl Ehlhardt (R); Sam Teasley (R); David Wilkinson (D); Alissa Thomas Morgan (D); Rick Golick (D); Michael Smith (D); Stacey Evans (R); Sharon Cooper (R); Don Parson (R); Matt Dollar (R); John Carson (R); Sheila Jones (D); Roger Bruce (D) | 6, 14, 32, 33, 37, 38 | Hunter Hill (R); Bruce Thompson (R); Judson Hill (R); Steve Thompson (D); Lindsey Tippens (R); Horacena Tate (D) |
| Covington-Rockdale Library System | Ben Carter | bcarter@covingtonrockdalelibrary.org | 1 | Nancy Guinn Memorial Library | 864 Green Street NW | Covington, GA 30022-5308 | 770-385-5040 | Rockdale | 90, 91, 92, 98, 113, 114 | Pam Stephenson (D); Dee Dawkins-Hagler (D); Tonya Anderson (D); Dale Rutledge (R); Pam Dickerson (D); Tom Kirby (R) | 17, 43 | Rick Jeffares (R); Ronald B. Ramsey, Sr. (D) |
| Coweta County Library System | Jimmy Bass | jbass@coweta.ga.us | 4 | Central Library | 85 Literary Lane | Newman, GA 30255 | 770-661-2052 | Coweta | 70, 71, 72, 132 | Lynn Smith (R); David Stover (R); Matt Ramsey (R); Carl Von Egges (D) | 28 | Mike Crane (R) |
| DeKalb County Library System | Allison Weissinger | weissinger@dekablibrary.org | 22 | Decatur Library | 215 Sycamore Street | Decatur, GA 30030-3413 | 404-371-8450 | DeKalb | 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94 | Tom Taylor (R); Mike Jacobs (R); Scott Holcomb (D); Mary Margaret Oliver (D); Howard Mosley (D); Burt Myers (D); Karl Drenner (D); Michele Henson (D); "Coach" Williams (D); Billy Mitchell (D); Stacey Abrams (D); Pam Stephenson (D); Dee Dawkins-Hagler (D); Tonya Anderson (D); Dar'ush Kendrick (D); Karen Bennett (D) | 10, 40, 41, 42, 43, 44, 55 | Emanuel Jones (R); Fran Miller (R); Steven Henson (D); Jason Carter (D); Gail Davenport (D); Gloria S. Butler (D) |
| DeSoto Trail Regional Library System | Lisa Rigby | lrigby@desototrail.org | 6 | Desoto Trail Regional Library | 145 East Broad Street | Camilla, GA 31730-1898 | 229-310-8372 | Baker, Early, Mitchell | 151, 154, 171 | Gerald E. Greene (R); Wofred J. Dukes (D); Jay Powell (R) | 11, 12 | Dean Burke (R); Freddie Powell Sims (D) |
| Dougherty County Library System | Pauline Abidde | padidde@dcoclib.org | 4 | Central Library | 300 Pine Avenue | Albany, GA 31701-2513 | 229-410-3200 | Dougherty | 151, 153, 154 | Gerald E. Greene (R); Carol Fullerton (D); Winfred J. Dukes (D) | 12 | Freddie Powell Sims (D) |
| Elbert County Public Library | Anne Grace | agrace@elbertcountypl.org | 2 | Elbert County Public Library | 345 Heard Street | Elberton, GA 30635-2436 | 706-2-15375 | Elbert | 33 | Tom McCall (R) | 24 | Bill Jackson (R) |
| Fitzgerald-Ben Hill County Library | Sherry Harsh | sherryh@bhcpl.org | 1 | Fitzgerald-Ben Hill County Library | 123 North Main Street | Fitzgerald, GA 31750-2591 | 229-415-5680 | Ben Hill | 155 | Jay Roberts (R) | 7 | Tyler Harper (R) |
| Flint River Regional Library System | Natalie Marshall | nmarshall@frlrs.net | 8 | Griffin-Spalding County Library | 800 Memorial Drive | Griffin, GA 30223-4499 | 770-411-4770 | Bolton, Fayette, Lamar, Monroe, Pike, Spalding | 63, 64, 71, 72, 120, 129, 130, 131, 140, 141 | Ronnie Mabre (D); Virgil Fluid (D); David Stover (R); Matt Ramsey (R); John P. Yates (R); Andrew J. Welch (R); Susan Holmes (R); David Knight (R); Johnnie Caldwell, Jr. (R); Robert Dickey (R); Ben Hamlin (R); Sam Moore (R); Mark Hamilton (R); Mike Dudgeon (R); Geoff Duncan (R) | 16, 18, 25, 34 | Ronnie Chance (R); Cecil Station (R); Burt Jones (R); Valencia Seay (D) |
| Forsyth County Public Library System | Jon McDaniel | mcDaniel@forsythpl.org | 4 | Cumming Branch & Headquarters | 585 Dahlonega Road | Cumming, GA 30066-2109 | 770-781-9840 | Forsyth | 9, 22, 24, 25, 26 | Kevin Tanner (R); Sam Moore (R); Mark Hamilton (R); Mike Dudgeon (R); Geoff Duncan (R) | 27, 51 | Jack Murphy (R); Steve Gooch (R) |
| Gwinnett's Hill Regional Library System | Mary Lin Maner | mlmaner@columbiacountyga.gov | 8 | Columbia County Library | 7022 Evans Town Center Blvd | Evans, GA 30809 | 706-863-1946 | Burke, Columbia, Lincoln, Warren | 33, 121, 122, 123, 126, 128 | Tom McCall (R); Barry Fleming (R); Ben Harbin (R); Barbara Sims (R); Gloria Frazer (D); Mack Jackson (D) | 23, 24 | Jesse Stone (R); Bill Jackson (R) |
| Gwinnett County Public Library | Charles Pace | cpace@gwinnettpl.org | 15 | Lawrenceville Branch | 1001 Lawrenceville Highway | Lawrenceville, GA 30045-4707 | 770-821-4522 | Gwinnett | 81, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111 | Scott Holcomb (D); Dar'ush Kendrick (D); Karen Bennett (D); Tom Rice (R); Pedro "Pete" Martin (D); Brooks Coleman (R); Josh Clark (R); Hugh Floyd (D); Drew McClean (D); Valerie Clark (R); Buzz Brockway (R); Timothy Barr (R); Chuck Ertstron (R); Joyce Chandler (R); Brett Harrell (R); David Cases (R); B.J. Pak (R); Tom Kirby (R) | 5, 9, 40, 41, 42, 43, 44, 55 | Cur Thompson (D); Don Balfour (R); Fran Miller (R); Steve Henson (D); Renee S. Utermar (R); David Shafer (R); Gloria S. Butler (D) |
| Hall County Library System | Adrian Mixson | amixson@hallcountylibrary.org | 6 | Hall County Headquarters Library | 117 Main Street NW | Gainesville, GA 30501-3699 | 770-531-3311 | Hall | 27, 29, 30, 103 | Lee Hawkins (R); Carl Rogers (R); Emory Duhaioh (R); Timothy Barr (R) | 49, 50 | Butch Miller (R); John Wilkinson (R) |
| Hart County Library System | Richard Sanders | rsanders@hartcountylibrary.org | 1 | Hart County Library | 150 Benson Street | Hartwell, GA 30643-1992 | 706-371-4655 | Hart | 32 | Alan Powell (R) | 24 | Bill Jackson (R) |
| Henry County Library System | Carolyn Fuller | chuller@mail.henrypubliclib.ga.us | 5 | McDonough Public Library | 1001 Florence McGarity Blvd | McDonough, GA 30252-2981 | 770-954-2806 | Henry | 73, 76, 78, 90, 98, 100, 111, 130 | John P. Yates (R); Sandra Scott (D); Demetrius Douglas (D); Pam Stephenson (D); Dale Rutledge (R); Andrew J. Welch (R); Brian Strickland (R); David Knight (R) | 10, 17 | Emanuel Jones (D); Rick Jeffares (R) |
| Houston County Library System | J. Sara Paulk | jsaulk@houpl.org | 3 | Perry Public Library | 1201 Washington Avenue | Perry, GA 31069-2599 | 478-987-3050 | Houston | 140, 144, 146, 147, 148 | Robert Dickey (R); Bubba Epps (R); Larry O'Neal (R); Willia Talton (R); Buddy Harden (R) | 18, 20, 26 | Cecil Station (R); Ross Tolleson (R); David Lucas (D) |
| Jefferson County Library System | Carol Taylor | ctaylor@mail.jeffersonpubliclib.ga.us | 3 | Louisville Public Library | 306 East Broad Street | Louisville, GA 30434-1624 | 478-625-3751 | Jefferson | 127, 128 | Brian Prince (D); Mack Jackson (D) | 23 | Jesse Stone (R) |
| Jefferson County Library System | Gary McNeely | mcneely@jrlibrary.org | 6 | Tennell County Public Library | 913 Forrester Drive SE | Dawson, GA 31742-2106 | 229-995-6331 | Calhoun, Clay, Quitman, Randolph, Terrell, Webster | 151 | Gerald E. Greene (R) | 12 | Freddie Powell Sims (D) |
| Lake Blackshear Regional Library System | Anne Isbell | aisbell@lbrls.org | 7 | Lake Blackshear Headquarters Library | 307 East Lamar Street | Americus, GA 31709-3699 | 229-924-8091 | Crisp, Dooley, Schley, Sumter | 138, 139, 148, 152 | Mike Cheekos (R); Patty Bentley (D); Buddy Harden (R); Ed Rynders (R) | 12, 13, 15 | Freddie Powell Sims (D); John Crosby (R); Ed Harrison (D) |
| Lee County Library System | Clare Leavy | leavy@leecountylibrary.org | 4 | Leesburg Library | 245 Walnut Avenue South | Leesburg, GA 31763-4867 | 229-755-2389 | Lee | 152 | Jeff Chapman (R); Alex Arnsold (R) | 13 | John Crosby (R) |
| Live Oak Public Libraries | Christian Krusec | krusec@liveoakpl.org | 20 | Bull Street Branch | 2902 Bull Street | Savannah, GA 31401-8564 | 912-455-3600 | Charlham, Effingham, Liberty | 159, 161, 162, 163, 164, 165, 166, 168 | Jon G. Burns (R); Bill Hitchens (R); Bob Bryant (D); J. Craig Gordon (D); Ron Stephens (R); Mickey Stephens (D); Ben Watson (R); Al Williams (D) | 1, 2, 4, 19 | Buddy Carter (R); Lester G. Jackson (D); Jack Hill (R); Tommie Williams (R) |
| Marshes of Glynn Libraries | Gerl Mullis | gmullis@glynncounty-ga.gov | 3 | Brunswick-Glynn County Library | 708 Gloucester Street | Brunswick, GA 31502 | 912-261-3122 | Glynn | 167, 179 | Susan Holmes (R); Patty Bentley (D); Robert Dickey (R); Allen Peake (R); Nikki T. Randall (D); James Beverly (D); Bubba Epps (R) | 15, 18, 25, 26 | Ed Harrison (D); Cecil Station (R); Burt Jones (R); David Lucas (D) |
| Middle Georgia Regional Library System | Kelly Lenz | lenk@mbllib.org | 14 | Washington Memorial Library | 1180 Washington Avenue | Macon, GA 31201-1790 | 478-744-0800 | Bibb, Crawford, Jones, Macon, Twiggs, Wilkinson | 129, 139, 140, 141, 142, 143, 144 | Jay Powell (R); Sam Watson (R) | 50, 51 | Dean Burke (R) |
| Moultrie-Colquitt County Library System | Holly Phillips | hph@mcclcs.org | 2 | Moultrie-Colquitt County Library | 204 5th Street SE | Moultrie, GA 31776-2828 | 229-98-4540 | Colquitt | 171, 172 | David Ralston (R); Stephen Allison (R) | 31 | Steve Gooch (R) |
| Mountain Regional Library System | Suzie Beaton | sbeaton@mountainregionallibrary.org | 4 | Mountain Regional Library | 698 Miller Street | Young Harris, GA 30532-4016 | 706-373-3232 | Fannin, Towns, Union | 7, 8 | Dale Rutledge (D); Andrew J. Welch (R); Doug Holt (R); Pam Dickerson (D) | 17, 43 | Rick Jeffares (R); Ronald B. Ramsey, Sr. (D) |
| Newton County Library System | Lace Keaton | lkeaton@newtonlibrary.org | 3 | Covington Branch Library | 7116 Floyd Street NE | Covington, GA 30014-1572 | 770-787-3231 | Newton | 109, 110, 112, 113 | Stephen Allison (R); Terry Rogers (R); Lee Hawkins (R); Dan Gasaway (R) | 50, 51 | John Wilkinson (R); Steve Gooch (R) |
| Northeast Regional Library System | Delana Knight | dknight@negeorgialibraries.org | 6 | Clarksville-Habersham County Library | P.O. Box 2020 | Clarksville, GA 30523 | 706-715-0416 | Habersham, Rabun, Stephens, White | 8, 10, 27, 28 | Steve Tannon (R); Bruce Broadrick (R); John Meadows (R); Tom Dickson (R); Rick Joseph (R) | 52, 54 | Chuck Huffstetter (R); Charlie Bethel (R) |
| Northwest Regional Library System | Stephen Whigham | jsw@lightwood.com | 3 | Dalton-Whitefield County Public Library | 130 Capps Street | Dalton, GA 30720 | 706-876-1360 | Gordon, Murray, Whitfield | 2, 4, 5, 11 | Bubba Epps (R); Buddy Harden (R); Jimmy Pruett (R) | 13, 19, 20 | John Crosby (R); Tommie Williams (R); Ross Tolleson (R) |
| Oconee Regional Library System | Anne Bowen | ahb@ork.org | 6 | Murrell Memorial Library | 531 2nd Avenue | Eastman, GA 31023-6107 | 478-374-4171 | Bleckley, Dodge, Pulaski, Telfair, Wheeler, Wilcox | 144, 148, 149 | Mack Jackson (D); Bubba Epps (R); Jimmy Pruett (R); Matt Hatchett (R) | 19, 20, 23, 26 | Tommie Williams (R); Ross Tolleson (R); Jesse Stone (R); David Lucas (D) |
| Oconee Regional Library System | Leard R. Daugherty | ldaugherty@ocrl.org | 5 | Laurens County Library | 801 Bellevue Avenue | Dublin, GA 31021-4847 | 478-277-5710 | Glenn, Johnson, Laurens, Treutlen, Washington | 128, 144, 149, 150 | Jimmy Pruett (R); Greg Morris (R); Delvis Dutton (R); Chuck Sims (R) | 4, 19 | Jack Hill (R); Tommie Williams (R) |
| Ochopree Regional Library System | Martha F. Powers-Jones | powersm@ochopreepl.org | 7 | Vidalia-Toombs County Library | 610 Jackson Street | Vidalia, GA 30474-4746 | 912-533-9283 | Jeff Davis, Montgomery, Tattnall, Toombs | 149, 156, 157, 169 | Dana Gasaway (R); Tommy Benton (R); Tom Kirby (R); Terry England (R); Regina Quick (R) | 47, 50 | Frank Ginn (R); John Wilkinson (R) |
| Okefenokee Regional Library System | Karen Hankala | khankala@okrls.org | 5 | Waycross-Ware County Public Library | 401 Lee Avenue | Waycross, GA 31501-3010 | 912-287-4978 | Appling, Bacon, Clinch, Pierce, Ware | 156, 169, 174, 178, 180 | Greg Morris (R); Chuck Sims (R); Ellis Black (R); Chad Nimmer (R); Jason Spencer (R) | 7, 8, 19 | Tyler Harper (R); Tim Golden (R); Tommie Williams (R) |
| Peach Public Libraries | Billy Tripp | tripp@mail.peachpubliclib.ga.us | 2 | Thomas Public Library | 315 Martin Luther King Jr Drive | Fort Valley, GA 31030-4906 | 478-827-1640 | Peach | 139, 140 | Patty Bentley (D); Robert Dickey (R) | 88 | Cecil Station (R) |
| Piedmont Regional Library System | Beth McIntyre | bmcmintyre@prlib.org | 10 | Winder Library | 189 Bellview Street | Winder, GA 30680-1706 | 770-867-2762 | Banks, Barrow, Jackson | 28, 31, 114, 116, 117 | Dana Gasaway (R); Tommy Benton (R); Tom Kirby (R); Terry England (R); Regina Quick (R) | 47, 50 | Frank Ginn (R); John Wilkinson (R) |
| Pine Mountain Regional Library System | Charles Gee | gee@pinmountainlibrary.org | 7 | Manchester Public Library | 218 Perry Street NW | Manchester, GA 31816-1317 | 706-846-2186 | Meriwether, Talbot, Taylor, Upson | 131, 132, 137, 139 | Johnnie Caldwell, Jr. (R); Carl Von Egges (D); Debbie Buckner (D); Patty Bentley (D) | 15, 18, 29 | Ed Harrison (D); Cecil Station (R); Joshua McKinn (R) |
| Ridgely Memorial Library System | Pam Grigg | pgrigg@rmlibrary.org | 1 | Ridgely Memorial Library | 320 North Broad Street | Cairo, GA 39828-2109 | 229-377-3632 | Grady | 173 | Darlene K. Taylor (R) | 11 | Dean Burke (R) |
| Rocky Mountain Regional Library System | Delana Hickman | dhickman@rockmountainlibrary.org | 4 | Rome-Riverside County Public Library | 205 Riverside Parkway | Rome, GA 30161-2913 | 706-236-6111 | Floyd, Folk | 12, 13, 14, 16 | Eddie Lumsden (R); Katie M. Dempsey (R); Christian Coomer (R); Trey Kelley (R) | 31, 52 | Bill Heath (R); Chuck Huffstetter (R) |
| Rocky Mountain Regional Library System | Mark Cole | coleman@rmls.org | 6 | Douglas-Coffee County Public Library | 200 S. Madison Ave. Ste D | Douglas, GA 31533-5340 | 912-384-4667 | Atkinson, Coffee | 155, 169, 176 | Jay Roberts (R); Chuck Sims (R); Jason Shaw (R) | 7 | Tyler Harper (R) |
| Southwest Georgia Regional Library System | Kathryn Yoles | kathryn@sgjls.org | 2 | Scriven County Library | 106 South Community Drive | Sylvania, GA 30467-1917 | 912-564-7526 | Jenkins, Screven | 158, 159 | Butch Parrish (R); Jon G. Burns (R) | 23 | Jesse Stone (R) |
| Savannah Regional Library System | Anita Summers | summersa@saqlib.org | 8 | R.T. Jones Memorial Library | 116 Brown Industrial Parkway | Canton, GA 30114-8085 | 770-479-3090 | Cherokee, Gilmer, Pickens | 7, 11, 21, 22, 23, 46 | David Ralston (R); Rick Joseph (R); Michael Caldwell (R); Scot Turner (R); Sam Moore (R); Mami D. Ballinger (R); John Carson (R) | 14, 21, 51, 54, 56 | Bruce Thompson (R); Brandon Beach (R); Steve Gooch (R); Charlie Bethel (R); John Albers (R) |
| South Georgia Regional Library System | Miguel Vicente | mvicente@sgrl.org | 6 | Valdosta-Lowndes County Library | 300 Woodrow Wilson Drive | Valdosta, GA 31602-2592 | 229-331-0065 | Chokoe, Lanier, Lowndes | 174, 175, 176, 177 | Ellis Black (R); Amy Carter (R); Jason Shaw (R); Dexter Sharper (D) | 8 | Tim Golden (R) |
| Southwest Georgia Regional Library System | Susan Whittle | swattle@swgfl.org | 3 | Decatur County-Gilbert H. Gragg Library | 301 South Monroe Street | Bainbridge, GA 39819 | 229-248-2665 | Decatur, Miller, Seminole | 154, 172, 173 | Winfred J. Dukes (D); Jay Powell (R); Darlene K. Taylor (R) | 11 | Dean Burke (R) |

Informational Overview of Georgia's Public Libraries

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|--------------------------------------|-------------------|-------------------------|----|-----------------------------------|----------------------------|----------------------------|--------------|---|--|--|----------------|--|
| Statesboro Regional Library System | Jennifer Durham | jendd@stl.info | 6 | Statesboro-Bulloch County Library | 124 South Main Street | Statesboro, GA 30458-5246 | 912-766-1341 | Bulloch, Bryan, Candler, Emanuel, Evans | 157, 158, 159, 160, 164 | Delvis Dutton (R); Butch Parrish (R); Jon G. Burns (R); Jan Tankersely (R); Ron Stephens (R) | 1, 4, 23 | Buddy Carter (R); Jack Hill (R); Jesse Stone (R) |
| Thomas County Public Library System | Nancy Tillinghast | nancy@tcpl.org | 6 | Thomas County Public Library | 201 North Madison Street | Thomasville, GA 31792-5414 | 770-225-5252 | Thomas | 172, 173, 175 | Sam Watson (R); Darlene K. Taylor (R); Amy Carter (R) | 8, 11 | Tim Golden (R); Dean Burke (R) |
| Wayne County Library System | Diana Verry | dvery@wcl.org | 8 | Wayne County Library | 280 S. Mahogany St | Jenup, GA 31545 | 912-427-2500 | Brantley, Camden, Charlton, Long, McIntosh, Wayne | 157, 167, 174, 178, 180 | Delvis Dutton (R); Jeff Chapman (R); Ellis Black (R); Chad Nimmer (R); Jason Spencer (R) | 5, 7, 19 | William T. Ligon, Jr. (R); Tyler Harper (R); Tommie Williams (R) |
| Troup-Harris Regional Library System | Keith Schuermann | kschuermann@thrl.org | 3 | LaGrange Memorial Library | 115 Alford Street | LaGrange, GA 30240-3041 | 406-882-7784 | Harris, Troup | 69, 132, 133, 134, 137 | Randy Nix (R); Carl Von Epps (D); John David Pezold (R); Richard H. Smith (R); Debbie Buckner (D) | 28, 29 | Mike Crane (R); Joshua McKoon (R) |
| Twin Lakes Library System | Stephen Houser | stephenhouser@tlgsa.org | 2 | Mary Vinson Memorial Library | 151 South Jefferson Street | Milledgeville, GA 31061 | 478-452-0677 | Baldwin | 145 | E. Culver "Rusty" Kidd (I) | 25 | Burt Jones (R) |
| Uncle Remus Regional Library System | Steve Schaefer | steve@uncleremus.org | 9 | Morgan County Library | 1121 East Avenue | Madison, GA 30650 | 706-742-4974 | Greene, Hancock, Jasper, Morgan, Putnam, Walton | 112, 114, 115, 120, 128, 129, 145 | Doug Holt (R); Tom Kirby (R); Bruce Williamson (R); Mickey Channell (R); Mack Jackson (D); Susan Holmes (R); E. Culver "Rusty" Kidd (R) | 25, 26, 46 | Burt Jones (R); David Lucas (D); Bill Cowser (R) |
| West Georgia Regional Library System | Roni Tewksbury | roni@wgrl.net | 17 | Neva Lomason Memorial Library | 710 Rome Street | Carrollton, GA 30117-3046 | 770-836-6711 | Carroll, Douglas, Hartsell, Heard, Paulding | 16, 17, 18, 19, 61, 62, 65, 66, 67, 68, 69, 70 | Trey Kelley (R); Howard Maxwell (R); Kevin Cooke (R); Paulette Rakestraw (R); Roger Bruce (R); LaDawn Jones (D); Sharon Bessely-Teague (D); Kimberly Alexander (D); Micah Gravley (R); Dustin Hightower (R); Randy Nix (R); Lynn Smith (R) | 28, 30, 31, 35 | Mike Crane (R); Mike Dugan (R); Bill Heath (R); Donzella James (D) |
| Worth County Library System | Leigh Wiley | leigh@worthlib.org | 1 | Sylvester-Margaret Jones Library | 205 Pope Street | Sylvester, GA 31791 | 770-776-3096 | Worth | 152 | Ed Rynders (R) | 13 | John Crosby (R) |

Interim Directors

Community Centered: 23 Reasons Why Your Library Is the Most Important Place in Town

by Julie Biando Edwards, Melissa S. Rauseo, & Kelley Rae Unger on April 30, 2013

As librarians, we know the value of our community services, and our patrons appreciate their importance as well. But in an increasingly digital world, we see the role of libraries as community and cultural centers at times undervalued, and occasionally under fire. When shrinking municipal budgets combine with the nonstop technological revolution, public library services that focus on building community face-to-face, inspiring and educating patrons about art, literature, and music, and helping patrons engage in civil discourse can seem quaint. But it is precisely those shrinking budgets and the onslaught of technologically mediated life that make public libraries' cultural and community offerings more important than ever.

David Morris wrote a stirring piece last May in which he argues for the value that public libraries bring to their communities.¹ More than just books and banks of computers, libraries are still places where individuals gather to explore, interact, and imagine. We decided to take a look at some of the specific ways in which libraries add value to our communities and serve as cultural centers for our patrons. We separated library services into five very broad categories: (1) libraries as community builders, (2) libraries as community centers for diverse populations, (3) libraries as centers for the arts, (4) libraries as universities, and (5) libraries as champions of youth. Under each of these we highlighted specific ways in which libraries serve in these capacities, and included examples of unique or exemplary library services that support the notion that libraries are about more than just information.

In building this list we had two goals. First, we wanted to highlight some of the incredible work in which libraries are engaged. From tiny public libraries to huge city institutions with multiple branches, libraries across the United States are building community and supporting local culture in exciting ways. Take a look, the examples are inspiring. Hopefully, they will encourage librarians interested in community services and cultural outreach to make connections with each other, share ideas, and build partnerships. We believe that reading these examples will spark some new ideas for public librarians and prompt them to try a new program or service, or to expand upon the great services that are already in place at their libraries. Former Chicago Mayor Richard Daley, a strong supporter of libraries as community builders, addressed librarians saying, “Unless you are out there changing neighborhoods, you are not completing the work you are to do.”² Strengthening neighborhoods and championing the cultural lives of communities are big responsibilities. We think librarians are up to the challenge.

Second, we hope that this list will not only inspire librarians to become more active in creating services and programs that are community focused, but will give them some tools with which to advocate on behalf of public libraries. As we said, we all know the value of our libraries. It’s time to take the value we add and use that to advocate for better funding and more resources. Those who argue that libraries are becoming obsolete don’t know what public libraries do in the twenty-first century. We hope you use the examples that follow to help educate stakeholders, making them aware that libraries are more than books and technology. Libraries build citizens. They educate individuals and foster thoughtful communities. They are essential components of communities—worth fighting for and worth funding. Hopefully, the presentation of these examples to city governments, library boards, and the community at large will help us demonstrate our worth and become increasingly valued partners in our communities.

Libraries as Community Builders

1. Libraries help revitalize struggling or depressed neighborhoods and downtowns.

- Place-based economic development stresses the importance of offering attractive, functional, and community-based places, such as libraries, in town squares and depressed neighborhoods. Like a major department

store in a mall, libraries attract large numbers of people, creating economic opportunities for a myriad of businesses and organizations in the surrounding area. Large cities (such as Chicago³), medium-sized ones (Hudson, Ohio), and even small towns (Putney, Vermont) have successfully transformed their libraries into the hubs of vibrant neighborhoods.⁴

2. Libraries are important partners in sustainability.

- As key municipal agencies, and focal points for community education, libraries are major players in creating livable, environmentally friendly cities and towns. The Urban Libraries Council released a report detailing the unique ways in which libraries can further sustainability at the local level.⁵ Beyond ensuring that library construction projects consider environmental impact, libraries can take a lead in supporting local foods and artisans, like the Peabody (Mass.) Institute Library's (PIL) partnering with local businesses to pioneer a farmers' market in their courtyard, or the Richmond (Calif.) Public Library's (RPL) seed lending library which "nurtures locally-adapted plant varieties, and fosters community resilience, self-reliance and a culture of sharing."⁶

3. Libraries' special collections grow out of specific community needs.

- In addition to RPL's seed lending library, there are other examples of libraries that provide circulating collections of everything from cake pans to fishing rods to bike locks. The Iowa City (Iowa) Public Library circulates framed posters and original artwork through its Art-to-Go collection.⁷ The Temescal Branch of the Oakland (Calif.) Public Library literally builds the community through its Tool Lending Library, which was created in 1991 to help rebuilding efforts after a disaster.⁸ Libraries that start such unique collections show how locally responsive and flexible a truly community-centered library can be.

4. Archives preserve historic artifacts, oral histories, digital history projects, and monographs relevant to the community, including minority groups.

- Communities lucky enough to have archivists have a great advantage when it comes to organizing historical records and artifacts. An organized archive is a place where people can research genealogy and immigration history, do environmental research, and more. An archivist is an advocate for preservation who, among other things, coordinates the

restoration of maps and paintings, the digitization of vital records, and the creation of oral history projects. With projects like the Mass. Memories Road Show⁹ and the Veterans History Project,¹⁰ evidence of the importance of archives is everywhere.

5. Libraries are places where people come to know themselves and their communities.

- In the words of Robert Putnam, “People may go to the library looking mainly for information, but they find each other there.”¹¹ New moms connect at baby story-times; elderly people, often facing difficult life transitions, attend events and find that they make new friends; teenagers meet up in libraries’ teen spaces after school; and readers discuss current events in the periodicals room. In libraries, community-building connections are happening all the time.

6. Libraries serve as catalysts for addressing social problems.

- Public librarians know their communities firsthand, and are often the first to recognize a pressing local need, simply because they interact on a daily basis with patrons from all walks of life. This puts libraries and librarians in the best position not only to bring local issues to municipal governments and social agencies, but also to partner with local governments and agencies to address the needs of a community. PIL’s “Library Lunches,”¹² part of the Summer Food Service Program, is a compelling example of how a library recognized a social need, brought it to the attention of the community, and partnered with local agencies to address an important issue—how to provide meals for hundreds of hungry kids.

7. Libraries, which champion, promote, and reflect important democratic values, are a part of the community’s political life.

- Libraries can, should, and do play an important role in the political life of a community. From Banned Books Week displays,¹³ which combat the perils of school and community censorship efforts, to programs such as the September Project,¹⁴ which gathers community members and encourages them to talk about issues of freedom, justice, and democracy, libraries are pivotal in encouraging informed political involvement. Libraries also help citizens learn how to become advocates for themselves and their communities.

8. Library buildings as architectural structures are culturally relevant.

- From gorgeous old Carnegie buildings to modern marvels like the Seattle Public Library, library buildings are rich in symbolism and meaning. Whether it is architecturally grand or the simplest of rooms tucked into a city government building, the physical space of the library communicates to the public our underlying values: that libraries, information, and shared community space matter, something that the American Library Association (ALA) recognizes each year with its Library Design Showcase in American Libraries.¹⁵
9. **Libraries provide important business resources, especially for small local businesses.**
- With the recent collapse of many big corporations, it has become more widely acknowledged that small businesses provide most of the new jobs in our current economy. Libraries have a long history of serving local entrepreneurs and businesses, but some, like the District of Columbia Public Libraries (DCPL), are taking their business services to a new level. The Urban Libraries Council report, “Making Cities Stronger,” describes several library initiatives, including DCPL’s Enhanced Business Information Center (e-BIC) project. Located at the main branch library, e-BIC includes not only business resources, but also a state-of-the-art video conference room, full-time librarian, and staff-training workshops.¹⁶

Libraries as Community Centers for Diverse Populations

1. **Libraries help to ensure that non-English speakers see themselves represented in their communities.**

Multilingual library websites, like those at the San Francisco¹⁷ and Queens (N.Y.) public libraries,¹⁸ are just one of the ways in which libraries help non-English speakers see themselves represented in their communities. Public libraries often collect books in languages other than English, incorporate appropriate signage, and hire librarians and staff members who are multilingual. Additionally, some libraries offer bilingual book clubs.¹⁹ Services like these help all community members recognize the depth of diversity that exists in their communities.

2. Libraries provide immigrants with helpful information about, and opportunities to connect with, their new communities.

Not only are libraries gateways to the community, they provide a place where new immigrants and their families can connect with resources, learn new skills, and meet new people. The San Diego Public Library offers a specific webpage highlighting area and library services for new Americans.²⁰ The New York Public Library (NYPL) offers English As a Second Language (ESL) classes, provides citizenship information, and celebrates Immigrant Heritage Week.²¹ PLA offers an online learning module for librarians interested in providing new or improved services to new immigrants.²² Services like these make libraries essential for new immigrants, as they provide services and information about their new community and government while at the same time meeting the needs of these new patrons in an accessible and appropriate way.

3. Libraries provide information, resources, and support for lesbian, gay, bisexual, transgender, intersexed, and questioning (LGBTIQ) patrons.

For gay teens, libraries are much-needed safe spaces and supportive librarians are allies and mentors. NYPL offers programs for LGBTIQ adults and teens,²³ including an annual anti-prom designed for high school students who may not feel welcomed and included at a traditional school-based prom. The NYPL also maintains a blog that connects readers with LGBTIQ resources and information.²⁴

4. Libraries provide information, resources, and support for patrons with disabilities. Recognizing that diversity isn't just about ethnicity, language, or culture, public libraries provide unique and adaptable spaces and services for patrons with disabilities.

In 2001, ALA adopted a policy on library services for people with disabilities,²⁵ and many libraries, including the Denver²⁶ and Chicago²⁷ public libraries, offer a variety of tools and services, from software and equipment to special collections and homebound programs. The Nashville (Tenn.) Public Library has "several staff members fluent in American Sign Language."²⁸

Going one step further, some libraries develop creative programs to partner with patrons with disabilities. For example, PIL's Bookworm Café,²⁹ a partnership with a high school life skills program, allows the library to offer a morning coffee cart to patrons, while providing valuable work experience for students with special needs.

Libraries as Centers for the Arts

1. **Libraries provide access to nonmainstream points of view and give voice to local artists. Public libraries strive to provide collections and services that represent various points of view, and often work closely with local artists to do so.**

In many communities, local authors seek out public libraries as places to promote and make their new books available, and library services like Overdrive³⁰ allow local musicians to upload and distribute their work. From the art gallery at the Newton Free Library³¹ in Massachusetts to NYPL's collection of zines,³² local arts abound in public libraries.

2. **Libraries provide opportunities for free classes that encourage art appreciation as well as art participation.**

Providing opportunities for children and adults alike, library arts programs range from the simplest of crafts to the finest of fine arts. Picturing America programs,³³ with their focus on American art and art history, creative writing workshops, and painting classes, are just a few examples of the ways that libraries offer a wealth of opportunities to explore and understand art.

3. **Libraries provide access to the arts for all, not just those who can afford them.**

As Keith Richards said, "The public library is the great equalizer."³⁴ Despite the rising costs of concert and theater tickets, public library events (including concerts, author visits, and gallery displays) are often offered free of charge, enabling people of any income level to attend. In addition, library book groups allow people to explore and discuss the literary arts, and the Great Stories Club³⁵ introduce at-risk youth to literature. The best part: it's all free and open to the public.

Libraries as Universities

1. **Libraries serve as the "people's university."**

In a time when education is increasingly expensive, public libraries provide information and educational opportunities free for all people, regardless of their socioeconomic status. Offered by libraries across the country, ALA's Let's Talk about It programs³⁶ are wonderful examples of scholar-facilitated learning opportunities in libraries. In addition, many libraries present classes

and discussion programs, and some even provide online continuing education courses such as the Universal Class database.³⁷

2. **Libraries offer opportunities for remote access, making it possible for those who can't get to the library to still access the library's cultural and educational offerings.**

In addition to bookmobiles and databases, many libraries go above and beyond to make their services available to everyone. Polk County (Fla.) Library System offers B-Mail,³⁸ a free book-by-mail delivery service, and in Zimbabwe donkey-drawn carts deliver library services to remote villages.³⁹

3. **Libraries go beyond providing content to enabling patrons to create their own content.**

Librarians know that patrons aren't just information consumers, they're information producers. Patrons use the library to gain knowledge in order to create their own new and independent works. Increasing numbers of libraries provide spaces and services that meet the needs of people who want to learn how to edit Wikipedia, set up blogs or podcasts, create their own zines, and so much more. Many libraries offer art or writing workshops and groups, and some provide music practice rooms for patrons. Programs like ImaginOn⁴⁰ in Charlotte (N.C.) provide exciting models that take community partnership, creativity, and creation to a new level.

4. **Libraries promote civil discourse.**

The decline of civil discourse stems in part from the fact that it is so easy for people to watch news about, buy products from, and engage—in both the virtual and real worlds—only with those of similar backgrounds and ideologies. Public libraries, through such programs as The Human Library⁴¹ and Socrates Café,⁴² can help build small communities of difference that encourage people to interact with and learn from each other through dialogue. By both actively promoting civil discourse through these programs, and by modeling and upholding the principles of free inquiry and expression for all, libraries help individuals rediscover the importance of and increased need for civil discourse in American life.

Libraries as Champions of Youth

1. **Libraries teach teens important life skills.**

The skills that teens pick up from teen advisory boards, volunteer opportunities, programs, and jobs can prepare them for success in high school, college, and the workforce. Brooklyn Public Library's Multicultural Internship Program provides teens with positive work experiences, while also providing the library with a diverse staff that more closely mirrors the demographics of its community.⁴³

2. **Free tutoring, homework help programs, and summer reading programs for kids and teens help bridge the economic divide that impacts students' academic performance.**

The cost of hiring a private tutor is well beyond what many library patrons can afford, so libraries offer homework help and tutoring online, by phone, in person, and even through social media and homework apps.⁴⁴ Annual summer reading programs also have a positive impact on student performance and, according to a 2010 study conducted by Dominican University's Graduate School of Library and Information Science, students' reading skills get a boost from these popular nationwide events.⁴⁵

3. **Libraries are important partners in child development.**

Through library collections, programs, and physical spaces, children learn to share, to be engaged in their communities, to participate in the arts, and to explore their immediate world and the world at large. There are surely endless examples of innovative library services for children, including the Middle Country Public Library's (in Centereach, N.Y.) Nature Explorium, which engages children in learning about the natural world.⁴⁶

These examples are just a few of the many amazing things that public libraries around the United States (and the world) are doing to build and maintain strong community connections. We encourage you to try some of these ideas in your own libraries, and we hope that these ideas will help you be better able to convince your community leaders of the important role that public libraries play in communities large and small.

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Breaking News Sunday, January 11, 2015 - 9:22pm

Retiring director talks about past, future of Athens library

By **Lee Shearer**

When Kathryn Ames became director of the Athens public library in 1986, it was located in the relatively small building on Dougherty Street in downtown Athens that now houses Athens-Clarke County's planning department.

The library's annual circulation figure then was about 285,000 - not separate books, but the number of times someone checked a book out of the library to take home to read.

As Ames prepares to step down as the longest-serving director of the Athens Regional Library System, things have changed quite a bit. Library patrons checked out printed books about 1.4 million times last year. Patrons checked out an ebook about 600,000 times, and when you add DVDs, CDs and other items borrowed from the library - free of charge, because it's the public library - the library's circulation is about 10 times what it was when Ames began. And that's not even counting the 2 million log-ins on the library's public computers each year.

"People tell us that the traditional library is dead, but you can see from the numbers it's not," Ames said in a recent interview as she talked about the past and the future of the library now on Baxter Street.

Ames is actually already retired, but is staying on part-time until a new library director is hired. She began working in the library in 1973, soon after she moved here after husband Glenn took a job with the University of Georgia.

"We'd (she and her children) stop at the library to pick up books to read at the laundromat, and one day, I thought it would be good to have a washing machine. That very day, the assistant director announced she was getting married and moving to Clemson," Ames said.

Looking at the role of libraries in their communities, Ames said, "Service to families is probably the most important thing we do. We've always had very strong children's programs," Ames said. "There's nothing that beats reading a picture book to a toddler or seeing (a youngster) pick up a book on his own."

The library no longer has people working at a desk specifically to check out or check in books — machines do that work now. That change has freed librarians to help patrons in other ways, Ames said.

“Our staff has been really good about adapting to change and learning new skills,” she said. “They’ve really taken to learning technology. We’ve put a lot into training, and it’s paying off.”

But the library has lost a few good things along with way, like the bookmobile, Ames said.

“We used to be all over the community with the bookmobile,” she said. When it became too expensive to maintain the bookmobile, Ames said, it “really cut back on the kind of outreach we were doing, particularly with elderly and disabled people. We’re still trying to reinvent that kind of service. I don’t know how we’ll do that, but that’s a challenge for the new librarian.

Libraries also face a money crunch, she said. A couple of years ago, the state legislature appropriate 65 cents per person for new library materials, but that funding has been cut to a nickel per person, according to Ames. That’s about \$700 for a rural county like Oglethorpe, and \$6,000 for Athens-Clarke County — not enough to buy a lot of new books.

Athens-Clarke County is lucky, Ames said, because voters have approved spending part of the county’s local option sales tax revenues on library materials. That funding totaled about \$150,000 last year.

Looking to the future, Ames said, “I think there will be a push for more regionalization, working together to find ways to save resources. We buy 95 percent of the same books as the Uncle Remus Regional Library System (headquartered in Madison) or Piedmont (in Winder).”

Ames hopes to see the library pushing out more into the Athens community in the future.

A previous library director used to go knocking on doors in one low-income neighborhood near downtown, seeking out overdue books. She got to know every family in the neighborhood, so she could tell parents things like, “I think Jack needs to be reading more,” Ames said.

“I think we need to get back to that, more personal interaction. I have a new outreach librarian so we can find more ways to reach out to the community,” she said. “I’d like to see us more involved in community issues such as after-school programs, I’d like to see us get more involved in community partnerships, and do more with diversity. I’d like to see us get more involved with public housing, and find ways to reach out to the community.”

Follow education reporter Lee Shearer at www.facebook.com/LeeShearerABH or <https://twitter.com/LeeShearer>.

Primary Account: 712-02337

ATHENS-CLARKE COUNTY LIBRARY
ENDOWMENT FUND, INC
ATTN KATHRYN AMES
2025 BAXTER ST
ATHENS GA 30606-6331

YOUR MERRILL LYNCH REPORT

November 29, 2014 - December 31, 2014

PORTFOLIO SUMMARY

| | December 31 | November 28 | Month Change |
|---------------------------------------|-----------------------|-----------------------|-----------------------|
| Net Portfolio Value | \$1,109,273.42 | \$1,114,527.59 | (\$5,254.17) ▼ |
| Your assets | \$1,109,273.42 | \$1,114,527.59 | (\$5,254.17) ▼ |
| Your liabilities | - | - | - |
| Your Net Cash Flow (Inflows/Outflows) | - | - | - |
| Securities You Transferred In/Out | - | - | - |
| Subtotal Net Contributions | - | - | - |
| Your Dividends/Interest Income | \$5,102.79 | \$2,224.05 | |
| Your Market Change | (\$10,356.96) | \$18,346.16 | |
| Subtotal Investment Earnings | (\$5,254.17) | \$20,570.21 | |

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(800) 637-7455

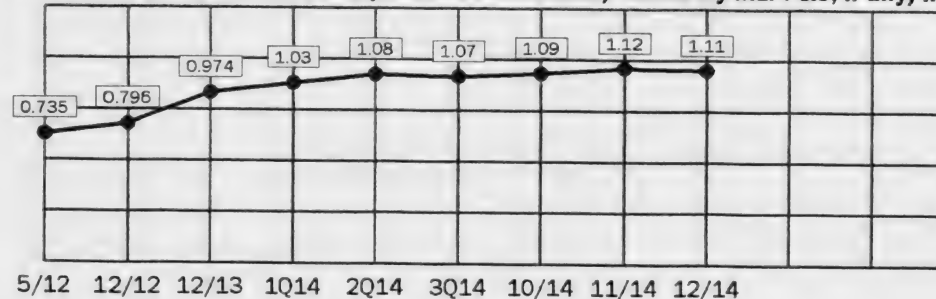
Investment Advice and Guidance:
Call Your Financial Advisor

Your Financial Advisor:
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P.O. BOX 1648
ATHENS GA 30603
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at the top of the screen once you log in.

Total Value (Net Portfolio Value plus Assets Not Held/Valued By MLPF&S, if any) in millions, 2012-2014



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 ATHENS-CLARKE COUNTY LIBRARY
 ENDOWMENT FUND, INC
 ATTN KATHRYN AMES
 2025 BAXTER ST
 ATHENS GA 30606-6331

Net Portfolio Value:
\$1,109,273.42
Your Financial Advisor:

 FRIERSON PARKER GROUP
 P.O. BOX 1648
 ATHENS GA 30603
 1-800-388-2855

EMA[®] ACCOUNT

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November 29, 2014 - December 31, 2014

| ASSETS | December 31 | November 28 |
|----------------------------|-----------------------|-----------------------|
| Cash/Money Accounts | 8,036.77 | 4,007.85 |
| Fixed Income | 241,444.00 | 242,656.12 |
| Equities | 603,981.72 | 609,910.50 |
| Mutual Funds | 254,969.17 | 257,372.49 |
| Options | - | - |
| Other | - | - |
| Subtotal (Long Portfolio) | 1,108,431.66 | 1,113,946.96 |
| Estimated Accrued Interest | 841.76 | 580.63 |
| TOTAL ASSETS | \$1,109,273.42 | \$1,114,527.59 |
| LIABILITIES | | |
| Debit Balance | - | - |
| Short Market Value | - | - |
| TOTAL LIABILITIES | - | - |
| NET PORTFOLIO VALUE | \$1,109,273.42 | \$1,114,527.59 |

CASH FLOW

| | This Statement | Year to Date |
|------------------------------------|-------------------|--------------------|
| Opening Cash/Money Accounts | \$4,007.85 | |
| CREDITS | | |
| Funds Received | - | 25,227.87 |
| Electronic Transfers | - | - |
| Other Credits | - | 32.90 |
| Subtotal | - | 25,260.77 |
| DEBITS | | |
| Electronic Transfers | - | - |
| Margin Interest Charged | - | - |
| Other Debits | - | (9,214.83) |
| Visa Purchases (debits) | - | - |
| ATM/Cash Advances | - | - |
| Checks Written/Bill Payment | - | - |
| Subtotal | - | (9,214.83) |
| Net Cash Flow | - | \$16,045.94 |
| Dividends/Interest Income | 5,102.79 | 51,536.23 |
| Dividend Reinvestments | (1,073.87) | (6,262.52) |
| Security Purchases/Debits | - | (247,753.63) |
| Security Sales/Credits | - | 94,220.62 |
| Closing Cash/Money Accounts | \$8,036.77 | |
| Securities You Transferred In/Out | - | 22.70 |

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**THE UNIFIED GOVERNMENT OF
ATHENS-CLARKE COUNTY**

FY16

**OPERATING BUDGET PREPARATION INSTRUCTIONS
AND FORMS**

FOR INDEPENDENT AGENCIES

(July 1, 2015 - June 30, 2016)

**FY16 Budget Requests are Due:
Thursday, January 8, 2015**

Please Deliver or Mail Requests to:

**Finance Department – Management & Budget
375 Satula Avenue, Athens GA 30601**

706-613-3040 ext. 2002

INSTRUCTIONS FOR COMPLETING BUDGET REQUEST FORMS

FORM 1

SUMMARY OF REQUEST

I. ATHENS-CLARKE COUNTY FUNDING:

FY14 ACTUAL - Identify the actual amount of funding received from Athens-Clarke County for the period July 1, 2013 through June 30, 2014.

FY16 BUDGET - Identify the budgeted amount of funding that was approved by the Athens-Clarke County Commission for the period July 1, 2014 through June 30, 2015.

FY16 AGENCY REQUEST - Identify the amount of funding that is requested by the agency for the period July 1, 2015 through June 30, 2016 (FY16).

FY16 MAYOR RECOMMENDED AND COMMISSION APPROVED - These lines will be completed after Mayor Recommendation and Commission Approved amounts are determined.

FY17 AGENCY REQUEST - Identify the amount of funding that is requested by the agency for the period of July 1, 2016 through June 30, 2017.

Please remember: In each case, identify only the money received, budgeted or requested from the Athens-Clarke County General Fund, Hotel/Motel tax fund, or Crime Victims Assistance (5%) funds. Do not include funding received from the Community Development Block Grant program or other Athens-Clarke County administered grant funds or programs.

II. FY16 MISSION & GOALS:

Mission statements declare the agency's long-range intent, i.e., its purpose. Goals of an agency may be embedded in a broad mission statement or may be enumerated separately. Because they typically are ambitious and framed in long range terms, goals often are imprecise and even a bit vague---but that is entirely acceptable in goal statements.

Poorly Written Goals:

- to continue to serve our customers
(Not challenging)
- to acquire the latest equipment
(Unclear purpose)
- to train our employees
(As a means to what end?)

Well Written Goals:

- to minimize loss of life and property
- to enhance recreational opportunities for
community residents
- to provide public services that are
responsive to citizen needs and desires

Take a close look at your goal statements. Could you easily ask, to achieve what? If so, consider what your answer to that question would be. That is probably the goal.

III. FY16 SERVICES & PROGRAMS:

In this section, each agency should briefly explain (in bullet statements) the programs and services provided to the community as well as the level of these services/ programs, i.e., what percent of your A-CC funding will be allocated to each of these services/programs delivery. The statement may indicate the segment(s) of the population or area(s) of the community the agency intends to serve. This section will provide budget reviewers and the public with a working knowledge of what services/programs the agency will provide in FY16.

IV. FY16 PERFORMANCE MEASURES:

This section of an agency's request should reflect quantitative results of services/programs based on the agency's mission/goals. Information on performance measures is requested in a table format for last fiscal year, the current fiscal year, FY16 and FY17.

INSTRUCTIONS FOR COMPLETING BUDGET REQUEST FORMS (Continued)

Workload Measures report on the number of services performed and the inputs or outputs of a given activity. Examples: patients treated, miles repaved, meals served.

Efficiency Measures report the unit price of outputs and/or the relative productivity of resources applied. Examples: cost per patient treated, cost per miles repaved, meals served per \$1,000 contributed.

Effectiveness Measures report on the quality of services or activities from the customer/service recipient's point of view. Examples: percentage of community receiving the service as compared to the percentage of the community eligible/needing the service, response time of service if relevant, quantitative customer satisfaction data.

Use a combination of workload, efficiency, and effectiveness measures that will convey your agency's ability to successfully provide services to the ACC community.

FORM 2

BUDGET REQUEST

I. ATHENS-CLARKE COUNTY FUNDING:

Part I breaks down the money received, budgeted, and requested **ONLY from Athens-Clarke County** into the five (5) expenditure categories listed below. For each category of expenditure, identify the amount of Athens-Clarke County funding which was actually spent in FY14, budgeted to be spent in FY16, and requested in FY16 and FY17.

PERSONAL SERVICES - Expenditures for compensation including direct expenditures for all fringe benefits. For example: salaries, insurance, Social Security, etc.

OPERATING EXPENSES - Annual operating expenditures for services and related expenses required for employees to perform assigned or legally required functions. For example: utilities expense, office supplies, vehicle expenses, etc.

INDIRECT EXPENSES - The costs incurred by the agency for goods and services provided by an Athens-Clarke County Government department or division. Examples include: Facilities Management, Landscape Management, postage, printing, and Fleet Management.

CAPITAL EXPENSES - Payment for the acquisition of assets with individual costs greater than \$20,000 and an estimated useful life of more than three years. For example: facility renovation or addition, purchase of a vehicle or other equipment meeting these criteria.

DEBT SERVICE - Payments for principal and interest on long term and/or short term debt. For example: equipment loans on building debt service.

ACC FUNDING AS A PERCENT OF THE TOTAL AGENCY BUDGET - Identify for each year the percentage of the Agency's total Budget that is funded from Athens-Clarke County.

II. TOTAL AGENCY EXPENDITURES:

Break down the **TOTAL Agency Expenditures** into the five expenditure categories. For each, please identify the actual amount spent in FY14; the amount budgeted for expenditures in FY16 and the "PROJECTED" expenditures for FY16 and FY17.

III. TOTAL AGENCY REVENUES:

List all revenue sources for the agency indicating the amount received, budgeted and projected for each fiscal year.

Total Agency Expenditures - List total agency expenditures from Part II, above.

INSTRUCTIONS FOR COMPLETING BUDGET REQUEST FORMS (Continued)

Revenues less Expenditures - Subtract total expenditures from total revenues.

Beginning FY14 Balance and End of FY14 Balance - Please provide the Agency's beginning balance and ending balance for FY14.

FORM 3

NOTES AND COMMENTS:

If a category on **Form 2** needs explanation, place a number in the **NOTES** column. Provide a corresponding explanation on **Form 3, Notes and Comments**. Make sure that any "one-time" expenditures and "continuing/annual" expenditures are noted.

FORM 4

IMPACT(S) OF A 2% REDUCTION IN FUNDING:

The forecast for the ACCUG General Fund in FY16 shows that reductions in Operating Expenditures may be required to balance the budget. As a part of their FY16 Budgets, ACC departments have been requested to submit proposed reductions equal to 2% of their total operating budget.

Independent agencies are requested to include additional information in their FY16 Budget submittal (Request Form 4) that describes the impact on an agency's services if a 2% reduction in the current year (FY16) funding from Athens-Clarke County is implemented in the next year (FY16). This information will aid the budget decision-makers as they review competing requests from departments and independent agencies for current and additional services.

Proposed reductions must adhere to the following criteria:

Realistic: i.e. even though the reduction may not be desirable, it reasonably could be implemented;

Sustainable: i.e. no one year reductions that must be restored next year;

Clearly define impact on the current level of services; include the number of employee positions that would be eliminated if the reductions are accepted.

Please respond to the following issues when identifying FY16 Budget reductions on Request Form 4):

- **Describe Reduction Proposed** – Briefly describe the reductions proposed. Do not list individual line items, but describe the reductions.
- **Service/Program Impacted** – Identify the service or program impacted by the reduction proposed.
- **Amount of Reduction** – Identify the total amount for each reduction proposed, the amount of Athens-Clarke County funding that would be reduced, and the year that the reduction would impact. For example, a reduction may be phased in gradually over 3 years or there may be one-time reductions that occur in the first year.
- **Service Delivery Impact** – Describe the impact on service delivery for each reduction proposed.

INDEPENDENT AGENCY SUMMARY OF REQUEST

AGENCY NAME: ATHENS-CLARKE COUNTY LIBRARY

PART I: ATHENS-CLARKE COUNTY FUNDING

| | FY14 ACTUAL | FY15 BUDGET | AGENCY REQUEST | MAYOR RECOMMEND | COMMISSION APPROVED | AGENCY REQUEST |
|---------------------------------|----------------|----------------|-------------------|--------------------|------------------------|-------------------|
| ATHENS-CLARKE COUNTY FUNDING | \$1,719,419 | \$1,759,419 | \$1,874,416 | \$0 | \$0 | \$1,968,137 |

(Double Click inside Table to enter data)

What percent of your total program participants are Athens-Clarke County (ACC) residents?

82 %

What percent of your total programs/services are delivered to ACC residents only? 100%

PART II: FY16 MISSION & GOALS

(Expand space as needed)

The mission of the Athens-Clarke County Libraries is to provide information and gateways to resources which address the issues and needs of the community as well as preserve the history and culture of Athens-Clarke County. The Library on Baxter Street, with branches located in Winterville, Pinewoods Mobile Home Park, East Athens and Lay Park Community Centers, and unstaffed Resource Centers at Sandy Creek Nature Center and Lyndon House Arts Center, provide service for diverse community needs.

A new Library Director, Ms. Valerie Bell, will assume leadership on March 16, 2015. The Library will continue to work within our Strategic Plan and the specific goals identified by focus groups and interviews. With the completion of the construction project in April 2013, Library visitors continue to exceed the average of 1,800 people per day. Ease of access, parking, programming, seating, meeting spaces, computers, WiFi and other services encourage use. The annual Customer Satisfaction Survey this year, conducted in November is appended and reflects over 90% "satisfied" with services in 2014. One of our major concerns is that the State Library included zero funding for materials [books] in the FY2015 and 2016 budgets. Consolidation of the Talking Book Center before the end of FY2016 and closing is a possibility.

The goals of the Library's Strategic Plan are:

- Residents are supported in becoming lifelong learners with opportunities to use and produce information resources, including current and developing technologies,
The Library has created a digital media lab to produce & use information [film, music, photography]
Participation in teen programs will increase by 10% per year
70% of people surveyed will say their use of library resources helped them find a job or improved career
250,000 people will use the library's online presence to find information
Offer at least 25 programs annually online [see www.BoomersinAthens.org for many online programs]

- Children, their families, care providers and teachers receive services to help children enter school ready to learn and to help families achieve reading success.

75% of survey responders who are parents and caregivers of children entering kindergarten will say that library programs and services made a difference in their child's school readiness

75,000 people will use library's online resources to help them support preschool children with age-

appropriate learning

80% of participants will say that the library's PRIME TIME family literacy program helped their families achieve reading success [PRIME TIME focuses on introducing Hispanic families to literacy skills]

80% of parents and teachers surveyed will say that the library's resources for parents, teachers and students contributed to school success

200 families will participate in our promotion, 1000 Books Before Kindergarten

3. The community and library are fully engaged to create opportunities for both individual and community development

1000 people will say they are aware of specific targeted services [digital media lab, e-books, assistance for job seekers, computer training]

Library card registration will be available off site as well as within facilities

4. Residents use the library to understand, appreciate and preserve the cultural life of the community

Use of the library's local heritage, genealogy and family history resources will increase by 20%

1000 people will use local music resources gathered by the library

500 people will use library resources created for and by local writers

5. The community is served by highly trained and innovative staff who work together to ensure that services are provided efficiently and effectively.

By July 2016, 90% of library managers will say the library's pay structure has a positive impact on recruiting and retaining qualified staff

By July 2016, 90% of library staff will say that they and their co-workers understand and can explain public service policies and procedures to the public

The library will offer "innovation grants" to help pilot new ideas that enhance public service

Since our dedication in April 2013, many of our customers who went elsewhere for library services returned. We are experiencing increased participation in the services we offer and as we gradually provide more public services, we expect to see further increases in use. We appreciate the County's support of this service!

PART III: FY16 SERVICES & PROGRAMS

(Expand space as needed)

Effective partnerships are critical for survival in the public sector. The Library enjoys a strong partnership with Athens-Clarke County, the State of Georgia, and many local community organizations. The Friends of the Library have provided tremendous support for both the staff and the Library system; the Endowment is developing a plan to ensure that materials funding is guaranteed into the future; and others have chosen to provide personal gifts for the Heritage Room or Children's Services. The Library's prestigious National Leadership Award from the federal Institute for Museums and Library Services is a partnership with the Lyndon House Arts Center; we are also working closely with the UGA Special Collections Libraries, a veteran's organization, and the retired teachers to plan a series of recordings on school integration in Athens. Our latest partnership is with the Regional Development Commission to use their mobile computer lab [a van equipped with 12 computers] to teach computer skills to people who are unable to attend formal classes at Baxter Street. This is a pilot project, but seems to be a good model of instruction; we are teaching basic and advanced computer skills, downloadable e-book use, financial literacy and genealogy.

1. Youth Services Team provides services to children and families throughout the county and includes such diverse offerings as baby and toddler story times, bedtime stories, Japanese and Spanish stories, parent-child workshop, summer reading, after-school teen programs, Puzzle Day, Family Fun Day, film-making and production, computer skills sessions, and many other events.

Specific Goals for 2016:

The Teen Librarian visits all middle schools seeking to increase the number of teens participating in programs by 10%; the Teen Advisory Board composed of students from all Athens area middle schools is active.

Increase the number of low-income-daycare centers served by 4 during 2016

Increase number of children participating in programs by 5% overall

Percent of ACC budget dedicated to Youth Services: 9%

Other funds: 25% of State Materials funds, SPLOST, Summer Reading Programs [Friends of the Library have provided funding for special programs, reading incentives and books for Athens, Pinewoods, East Athens and Lay Park; Friends of the Winterville Library have provided same for that branch.]

2. Information and Technology Team provides residents with accurate and up-to-date materials to meet their informational and reading needs. Information is provided in several formats including books, e-books, instructional programs, Internet sources, and computer databases. Team members answer over 125,000 questions annually, assist in nearly 300,000 computer sessions, plan special programs, offer computer skills classes, and manage the Heritage Room. All facilities offer wireless internet access.

Specific Goals for 2016:

Work with broadband service providers to improve infrastructure speed at 100 bps, expand internet services in branches; add more training by using the mobile lab to expand outreach services

Promote our webpage and online services

Develop an active programming component offering an additional book club and 12 programs

Percent of ACC budget dedicated to Information and Technology: 16%

Other funds: 2 State paid librarians, 100 bps broadband access on Baxter St, 20-30bps service connectivity at each branch library except Pinewoods where AT&T cannot get lines to the facility.

Additional sources of funds include grants from various sources, State, and the Friends of the Library.

3. Access Team is responsible for all circulation activities—checking in, checking out, holds management, shelving, maintenance of the automated materials handling unit and self-check system. They are also responsible for security in the building [we employ off-duty police officers from 4 p.m.-closing M-F, 9 a.m.-6 p.m. on Sat., and 2-6 p.m. on Sunday].

Specific Goals for 2016:

Increase attendance by 10%; Increase circulation of all materials by 3%

Promote self-service options with promotional materials and assistance

Conduct an analysis of staff deployment to ensure productivity

Percent of the ACC budget dedicated to Access: 3.7%

Other funds: The State provides all broadband access lines for the network, administration of the PINES network, and offers Galileo access to all libraries, valued at \$250,000 per year. We also have a free daily courier for materials borrowed from statewide libraries—over 98,000 in 2013!

1 State-paid librarian, 3 locally-paid employees; Fines and fees are also used to pay some part-time employees

4. Materials Team is responsible for ordering, receiving, processing and cataloging all materials. Database maintenance, PINES cataloging, and materials management are essential for good public service. The cataloging and organization of materials is one of the distinguishing features of all libraries and an accurate database is a key tool in research. We have implemented RFID, self-check, and automated return technology—all very successfully! During FY16, we will add 25,000 new items thanks to SPLOST, the Friends, the Endowment and Donations.

Specific Goals for 2016:

Prepare materials for RFID use as they arrive

Continue to order a balanced popular collection of materials with emphasis on specific areas of need.

Percent of ACC budget dedicated to Materials: 16.79%

Other funds: 2 State Paid librarians, SPLOST materials, gifts, and Friends.

5. Administrative Team includes the business office, human resources, public relations, purchasing, volunteer coordinator and janitorial services. Contracting with Wright & Wright to provide janitorial services has helped to maintain standards of cleanliness. As one of the county's most used facilities, it is important!

Specific Goals for 2016:

Review all policies and procedures and update as needed

Keep the emergency procedures current; work with Athens Police Department to train staff on dealing with emergency situations

Develop finding aids, promotional materials, and information brochures to better inform the public

Hire a new Library Director

Percent of ACC budget dedicated to Administration: 13.3%
Other funds: The Director is state-paid librarian.

6. Talking Book Center for Northeast Georgia is a state-funded service for the blind and physically handicapped users in a 22-county area. In 2016, we anticipate significant change and consolidation. The State will close all but 4 of the 13 outreach centers leaving TBCs in Rome, Athens, Bainbridge and Augusta. We expect direct services to patrons will be directed to Atlanta leaving the outreach centers to make contacts with potential users, attend festivals to promote the service, and focus on promotion of the program. Goals may include:

- Add 25 new Athens-area users
- Participate in 5 community fairs and expos to promote the service
- Visit an additional 10 service providers, leaving brochures and contact information

Percent of ACC budget dedicated to TBC: \$0
Other funds: This program is entirely State funded and benefits approximately 1600 Athens residents.

7. Outreach Services includes all of the branch and outreach locations in Athens-Clarke County. These include Winterville which is funded by that City and the Friends of the Winterville Library; Pinewoods Biblioteca which serves a large Spanish-speaking community and is located at the Pinewoods North Mobile Home Park; East Athens and Lay Park Community Centers; and the unstaffed Resource Centers at Lyndon House and Sandy Creek Nature Center. We provide courier service and delivery of materials to each location, story programs at low income day care centers, and supervisory assistance for the branch libraries. We also provide deposit collections in retirement homes and other locations around the county. With the partnership with the Regional Commission, we have been able to provide on-going mobile computer classes based on demand, focusing on basic and advanced MS Office software, financial literacy, and online genealogy. We hope to continue this pilot project.

Specific Goals for 2016:

- Continue to provide computer skills classes for 200 people
- Increase the number of low income day care centers visited by 4
- Encourage branch locations to promote services

Percent of ACC budget: 3.2%
Other funds: Northeast Georgia Regional Commission provides the van, driver, software, maintenance of vehicle, insurance, and internet connection.

PART IV: FY16 PERFORMANCE MEASURES

(Expand space as needed)

CIRCULATION: Studies indicate that when a new or renovated building opens to the public, use increases dramatically and remains high. During the period of April - June 2013, we saw people discovering our new materials and this continued to increase during FY2014-2015 and certainly, we expect that in 2016 will reach approximately 2 million items per year that are checked out of the county's libraries.

ATTENDANCE: Attendance has also increased considerably with the addition of 3 new meeting spaces [or 1 large multipurpose room seating up to 285 people]. Our auditorium [165 seats] had been closed for 2 years and its availability now contributes to more programs and attendance. During the summer reading programs in 2013 and 2014, participation grew significantly as the ability to offer adequate space for children's events brings more participation. We expect to increase by at least 10% per year in FY16.

COMPUTER USE: Computer use has been steady. People flock to those computers they perceive as fastest, and we've updated all of them. The Friends organization provided three specialty computers for young

children, and we received a \$20,000 grant to update others; we hope to add at least 15 new computers during FY16 with State MRR grant funds. We anticipate with quiet study spaces, the use of WiFi and specialty computers, use will increase by 10% per year.

INDEPENDENT AGENCY
BUDGET REQUEST

AGENCY NAME: ATHENS-CLARKE COUNTY LIBRARY

(Double Click inside Tables to enter data)

PART I: ATHENS-CLARKE COUNTY FUNDING

| | FY14 <u>ACTUAL</u> | FY15 <u>BUDGET</u> | FY16 <u>AGENCY REQUEST</u> | FY16 <u>MAYOR RECOMMEND</u> | FY16 <u>COMMISSION APPROVED</u> | FY17 <u>AGENCY REQUEST</u> | <u>NOTES</u> |
|--|-----------------------|-----------------------|-----------------------------------|------------------------------------|--|-----------------------------------|--------------|
| PERSONAL SERVICES | \$1,429,476 | \$1,522,102 | \$1,583,299 | | \$0 | \$1,662,464 | 1 |
| OPERATING EXPENSES | \$289,943 | \$237,317 | \$291,117 | \$0 | \$0 | \$356,092 | 2 |
| INDIRECT EXPENSES | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | |
| CAPITAL EXPENSES | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | |
| DEBT SERVICES | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | |
| TOTAL ACC FUNDING | \$1,719,419 | \$1,759,419 | \$1,874,416 | \$0 | \$0 | \$2,018,556 | |
| ACC FUNDING AS A % OF TOTAL AGENCY BUDGET | 47% | 47% | 48% | 0% | 0% | 49% | |

PART II: TOTAL AGENCY EXPENDITURES

| | FY14 <u>ACTUAL</u> | FY15 <u>BUDGET</u> | FY16 <u>PROJECTED</u> | FY17 <u>PROJECTED</u> | <u>NOTES</u> |
|----------------------|-----------------------|-----------------------|--------------------------|--------------------------|--------------|
| PERSONAL SERVICES | \$2,885,796 | \$3,034,383 | \$3,171,195 | \$3,329,754 | |
| OPERATING EXPENSES | \$760,478 | \$699,572 | \$734,154 | \$761,901 | |
| INDIRECT EXPENSES | \$0 | \$0 | \$0 | \$0 | |
| CAPITAL EXPENSES | \$0 | \$0 | \$0 | \$0 | |
| DEBT SERVICES | \$0 | \$0 | \$0 | \$0 | |
| TOTAL AGENCY FUNDING | \$3,646,274 | \$3,733,955 | \$3,905,349 | \$4,091,655 | |

PART III: TOTAL AGENCY REVENUES

| | | | | |
|----------------------------|---|--------------------|--------------------|--------------------|
| SPLOST | \$194,876 | \$130,000 | \$136,500 | \$130,000 |
| STATE STAFF | \$547,211 | \$538,409 | \$565,329 | \$593,595 |
| SSG | \$68,526 | \$99,564 | \$104,542 | \$109,769 |
| SNLC | <u>\$125,630</u> | <u>\$123,000</u> | <u>\$129,150</u> | <u>\$131,733</u> |
| TRANSFER RESERVE | | <u>\$51,662</u> | | |
| STATE MATERIALS | <u>\$26,664</u> | <u>\$23,021</u> | <u>\$24,172</u> | <u>\$30,000</u> |
| REGIONAL LOCAL GOVT | <u>\$742,539</u> | <u>\$743,345</u> | <u>\$791,001</u> | <u>\$791,001</u> |
| FINES, FEES, COPY, INT | <u>\$200,366</u> | <u>\$230,616</u> | <u>\$242,146</u> | <u>\$245,000</u> |
| E RATE | <u>\$14,912</u> | <u>\$16,919</u> | <u>\$19,191</u> | <u>\$23,000</u> |
| CITY OF WINTERVILLE | <u>\$18,000</u> | <u>\$18,000</u> | <u>\$18,900</u> | <u>\$19,000</u> |
| TOTAL REVENUE | \$3,658,143 | \$3,733,955 | \$3,905,347 | \$4,091,654 |
| | | | | |
| TOTAL AGENCY | | | | |
| EXPENDITURES (from above) | <u>\$3,646,274</u> | <u>\$3,733,955</u> | <u>\$3,905,347</u> | <u>\$4,091,654</u> |
| | | | | |
| REVENUES LESS EXPENDITURES | \$11,869 | \$0 | \$0 | \$0 |
| | | | | |
| BEGINNING FY14 BALANCE | \$285,552 | | | |
| | | | | |
| ENDING FY14 BALANCE | \$297,421 Restricted as per Georgia Department of Audits note 5 | | | |

INDEPENDENT AGENCY
BUDGET REQUEST

AGENCY NAME: ATHENS-CLARKE COUNTY LIBRARY

NOTES AND COMMENTS

- 1) This figure contains one frozen position that has since been filled.
- 2) Mandatory increase in Georgia Health Insurance (GHI) from \$843/month to \$943/month = \$26,000.00 as well as a 3% increase for all staff (\$35,196.96)
- 3) Includes a 3% increase in utilities based on current budget forecasts
- 4) To cover a budget shortfall in FY16, ACCL transferred \$52,662 from reserve funds. We request a budget reinstatement of funds.
- 5) Restricted funds as defined by Georgia Department of Audits for vacation liability and one month's operating expenses.

INDEPENDENT AGENCY
BUDGET REQUEST

AGENCY NAME: ATHENS-CLARKE COUNTY LIBRARY

IMPACT(S) OF A 2% REDUCTION IN ACC FUNDING

A two percent reduction would be approximately \$35,188.38. A reduction by this amount would force us to limit services by closing one day per week, freeze a position, or eliminate a afternoon and evening from the schedule.

A 2% percent reduction in the Library's budget comes at a critical time, just as we have reestablished services, preparing for summer reading activities, and operating at full-capacity. The Library anticipates a serious shortfall with the increase in the cost of health insurance which is currently \$843 per month per eligible employee and which will increase to \$943 month per employee on July 1, 2015; we have also been notified of a slight increase in Teacher's Retirement. These two benefit costs are mandatory, and we must find funds to meet those costs. A 2% reduction is approximately \$34,388. This, plus the increase in benefit costs, were the subject of a lengthy Library Board discussion.

The Board determined that to meet the projected reduced income, the only way to compensate would be to close at 1:00 p.m. on a Thursday afternoon and evening throughout the year.

The Impact:

There is a serious digital divide in Athens-Clarke County. Every day, the 155 public computer stations in the Baxter Street Library are being used virtually every hour the library is open. People come to the Library because they don't have personal home computers or Internet access. Others use our WiFi connectivity.

Thursday afternoon and evening computer use averages 980 people. There are very few other public access computers available to the public and even fewer trained staff who can work with people to access job applications, create resumes, download their W-2s, or read about news events. Our online presence would still be accessible from home as with other hours we are closed, but many of our customers lack internet access or have computers.

Programming on Thursdays would be entirely eliminated and this would include special teen programs, book club meetings, public use of the multipurpose room and auditorium, ability to obtain a passport application, or to obtain answers to questions.

Circulation of materials is lowest on Thursdays, and from 1-9 p.m. it averages 1,588 items, still a very significant number!

An alternative considered last year was closing all remote locations except for Winterville. The Library Board felt this was undesirable as it left families and children in the neighborhoods near East Athens, Lay Park and Pinewoods without access to library services. Outreach to these areas is important and many families in these areas lack transportation or the ability to get to the library. The Library continues to receive grants to support outreach in Pinewoods with an American Dream grant this year to teach ESL for families living there. We also have a grant to teach GED classes in our computer lab; all GED exams are now mandatory to be taken on a computer, so computer skills continue to be important.

Athens-Clarke County Proposed Budget FY2016

Revised 12/05/2014

revised 12/10/2014

| | FY2015 | FY2016 | |
|---------------------------------|---------------|------------------------|-----------------|
| Revenue: | Amount | Proposed Amount | variance |
| Athens-Clarke County Commission | 1,759,419.00 | 1,874,416.47 | 114,997.47 |
| City of Winterville | 18,000.00 | 18,000.00 | - |
| ACCL Fines | 70,000.00 | 70,000.00 | - |
| ACCL Copy Money | 25,000.00 | 26,000.00 | 1,000.00 |
| ACCL Meeting Room | 1,950.00 | 4,000.00 | 2,050.00 |
| Transfer from Passport revenues | 51,662.00 | - | (51,662.00) |
| Winterville Fines | 1,000.00 | 1,500.00 | 500.00 |
| Winterville Copy | 125.00 | 250.00 | 125.00 |
| Interest | 6,000.00 | 6,000.00 | - |
| Totals | 1,933,156.00 | 2,000,166.47 | 67,010.47 |

| | FY2015 | FY2016 | |
|-----------------------------|---------------|------------------------|-----------|
| Expenditures: | Amount | Proposed Amount | |
| Outreach | 44,000.00 | 44,000.00 | - |
| Wages/Benefits | 1,522,102.50 | 1,583,299.46 | 61,196.96 |
| Workers Compensation | 6,500.00 | 6,500.00 | - |
| Equipment Repair and Maint. | 5,000.00 | 5,000.00 | - |
| Telephone | 14,000.00 | 14,000.00 | - |
| Postage | 5,000.00 | 5,000.00 | - |
| Travel | 2,500.00 | 2,500.00 | - |
| Advertising | 7,000.00 | 7,000.00 | - |
| Insurance | 5,000.00 | 5,000.00 | - |
| Supplies | 29,171.00 | 29,171.00 | - |
| Materials | 15,000.00 | 15,000.00 | - |
| Printing and Publicity | 3,700.00 | 3,700.00 | - |
| Equipment Purchase | 3,899.00 | 3,899.00 | - |
| Dues/Registration | 1,500.00 | 1,500.00 | - |
| Cleaning Service | 75,000.00 | 75,000.00 | - |
| Electricity | 158,575.00 | 163,332.25 | 4,757.25 |
| Storm Water Drainage | 2,898.50 | 2,985.46 | 86.95 |
| Gas Heat | 15,810.00 | 16,284.30 | 474.30 |
| Water, Sewer, Garbage | 16,500.00 | 16,995.00 | 495.00 |
| | 1,933,156.00 | 2,000,166.47 | 67,010.47 |

Revenues over (under) expenditures

- 0.00

In Summary: This proposal includes

Eliminate Transfer from Reserve

51,662.00

3% increase

35,196.96

mandatory GHI increase from \$843/month to \$943/month

26,000.00

Utility increase of 3%

5,813.51

revenues increased based on budget estimates

(3,675.00)

TOTAL proposed increase

114,997.47

ATHENS-CLARKE COUNTY LIBRARY COMMITTEES 2015

EXECUTIVE COMMITTEE

Wally Eberhard, Chair
Craig Pascoe, Vice Chair
Julie Darnell, Treasurer

REGIONAL LIBRARY BOARD MEMBERS

Wally Eberhard
Dennis Hopper
Bill Prokasy
John Timmons

FINANCE COMMITTEE

Julie Darnell, Chair
Theresa Cullen
John Gaither
Dennis Hopper
Bill Prokasy

PERSONNEL COMMITTEE

Bill Prokasy, Chair
Diane Adams
Dennis Hopper
John Timmons

POLICY ISSUES COMMITTEE

Craig Pascoe, Chair
John Timmons
Chip Woods
Shannon Thompson

BOOK ACTION COMMITTEE

Sean Boyle, Chair
Erin Boydston
Julie Darnell
Janet Geddis
Linda Jones

PUBLICITY COMMITTEE

Erin Boydston, Chair
Janet Geddis
Chip Woods
Shannon Thompson

BUILDING/GROUNDS COMMITTEE - SPLOST

John Gaither, Chair
Theresa Cullen
Linda Dodson
Linda Jones
Craig Pascoe
Chip Woods

ENDOWMENT LIAISON

Julie Darnell
Diane Adams

FRIENDS OF THE LIBRARY LIAISON

Sean Boyle

Board Chairman and Library Director are Ex-officio members of all Committees and should be notified of all Committee meetings. All Committee Meetings should operate under the provisions of the Open Meetings Act.

Revised 1/13/2015

ATHENS-CLARKE COUNTY LIBRARY

BOARD MEETING SCHEDULE

2015

| | | |
|--------------------------|--------|---------------------------------|
| January 13 th | - 4 PM | Athens-Clarke County Board Room |
| April 14 th | - 4 PM | Athens-Clarke County Board Room |
| July 14 th | - 4 PM | Athens-Clarke County Board Room |
| October 13 th | - 4 PM | Athens-Clarke County Board Room |

ATHENS REGIONAL LIBRARY SYSTEM

2015 SCHEDULED CLOSINGS

All Libraries in the Regional System will be Closed:

| | |
|---------------------------------------|--------------------------------------|
| December 31, 2014; close at 6 PM..... | New Year's Eve |
| January 1, 2015..... | New Year's Day |
| January 19, 2015..... | Dr. Martin Luther King, Jr. Birthday |
| April 5, 2015..... | Easter Sunday |
| May 25, 2015..... | Memorial Day |
| July 4, 2015..... | Independence Day |
| September 7, 2015..... | Labor Day |
| November 11, 2015..... | Staff Development Day |
| November 25, 2015; close at 6PM..... | Thanksgiving Eve |
| November 26, 2015..... | Thanksgiving Day |
| December 24, 25, 26, 2015..... | Christmas Holidays |
| December 31, 2015; close at 6 PM..... | New Year's Eve |
| January 1, 2016..... | New Year's Day |

Athens-Clarke County Library Board 2015

| Name, Address, Phone, Email | Occupation | Appointed By | Term Expires |
|---|---|--------------------------|---------------|
| Mr. Wallace Eberhard, Chairman * 180 Orchard Creek Dr. Athens, GA 30606 706-543-5363(H) wbe1955@aol.com | Retired, UGA | Co. Comm. in 1/1/2007 | Dec. 31, 2016 |
| Mr. Craig Pascoe, Vice-Chairman 100 Hart Ave. Athens, GA 30606 478-445-3516(W) craig.pascoe@gcsu.edu | Professor, Georgia College | Co. Comm. on 1/1/2013 | Dec. 31, 2017 |
| Ms. Julie Darnell, Treasurer 470 Cobb Street Athens, GA 30606 706-540-3088(H) juliedarnell@gmail.com | Fundraising Experience | Co. Comm. on 1/1/2012 | Dec. 31, 2016 |
| Ms. Diane Adams 450 W. Cloverhurst Ave. Athens, GA 30606 706-255-9200(C) dianea@prudentialblanton.com | Realtor | Co. Comm. on 1/1/2013 | Dec. 31, 2017 |
| Ms. Erin Boydston 425 Meigs St., Apt. 2 Athens, GA 30601 352-318-0602(C) erin.boydstun@gmail.com | Manager | Co. Comm. on 1/1/2013 | Dec. 31, 2017 |
| Mr. Sean Boyle 104 Buttonwood Loop Athens, GA 30605 706-543-5210(H) 706-310-6297(W) sean.boyle@ung.edu | Technical Services Gainesville College | Co. Comm. on 6/2/2010 | Dec. 31, 2019 |
| Ms. Theresa Cullen 731 Cobb Street Athens, GA 30606 706-549-0447(C) theresacullen@bellsouth.net | Retired Educator | Co. Comm. on 1/1/2014 | Dec. 31, 2019 |
| Ms. Linda Dodson 335 Beechwood Dr. Athens, GA 30606 706-540-5947(H) linda.dodson0626@gmail.com | Accountant | Co. Comm. on 1/1/2012 | Dec. 31, 2016 |

| | | | |
|---|---|---|---------------|
| Mr. John Gaither 105 Indian Lake Ct. Athens, GA 30605 706-206-3353(H) 706-542-6723(W) jgaither@gmail.com | WUGA-FM radio | Co. Comm. on 1/1/2011 | Dec. 31, 2015 |
| Ms. Janet Geddis 260 Crawford Ave. Athens, GA 30601 706-410-3807 (C) avid.athens@gmail.com | Bookstore Owner | Co. Comm. on 1/1/2011 | Dec. 31, 2015 |
| Mr. Dennis Hopper 115 High Ridge Dr. Athens, GA 30606 706-548-3973(H) 706-340-1220(C) 4hops@charter.net | Retired, State of Georgia | Co. Comm. on 1/1/2008 | Dec. 31, 2019 |
| Ms. Linda Jones 580 Robert Hardeman Road Winterville, GA 30683 706-742-5765 lgjones83@yahoo.com | Retired Educator | <i>Winterville City Council in 8/12</i> | Dec. 31, 2014 |
| Mr. William Prokasy * 263 Woodlake Dr. Athens, GA 30606 706-354-6828(H) wfp@charter.net | Retired, UGA | Co. Comm. on 1/1/2011 | Dec. 31, 2019 |
| Mr. Shannon Thompson 190 New Haven Drive Athens, GA 30606-1928 706-255-2188(C) shan.thomps@gmail.com | School Media Specialist | Co. Comm. on 1/1/2015 | Dec. 31, 2019 |
| Mr. John Timmons * 305 High Ridge Dr. Athens, GA 30606 706-543-2358(H) 706-548-8668(W) john@classiccitylaw.com | Attorney | Co. Comm. on 12/31/2002 | Dec. 31, 2019 |
| Mr. David "Chip" Woods 248 Marion Drive Athens, GA 30606 706-363-0779(H) chip@athenstown.com | Technology Support at UGA Vet School | Co. Comm. on 1/1/2012 | Dec. 31, 2015 |

* Regional Board Member

1/13/2015

Regularly Scheduled Programs

Bedtime Stories - Mondays, 7:00 p.m.

We welcome children of all ages for lively participation and fun. Kids come in pajamas, bring a pillow and parents. In Storyroom.

Toddler/Preschooler Storytime -

Tuesdays and Wednesdays, 9:30 a.m. and 10:30 a.m. Storytime introduces parents, caregivers and children to fun, book-related experiences. For children 2 - 5 years.

Infant Storytime - Mondays, 10:30 a.m.

Jan. 12 & 26; Feb. 9 & 23; March 9 & 23; April 13 & 27
Introduce language skills through literature-based materials and activities. Parents assist children in movements and actions while having a great time. In Storyroom.

Read to Rover - Sundays, 3-4 p.m.

Jan. 18, Feb. 15, March 15 & April 19
Beginning readers read aloud to certified therapy dogs, a.k.a. Tail Waggin' Tutors! All dogs insured and with trainers. First come, first served. In Storyroom.

Open Playtime - Mondays, 10:30 a.m.

Feb. 2 & 16, March 2, 16 & 30, April 6 & 20
Children ages 1-3 years and caregivers come and play together with age-appropriate toys. In Storyroom.

Baby Music Jam! - Thursdays, 10:30 a.m.

Jan. 22, Feb. 19, March 19 & April 23
Join us for a sing-a-long and lots of fun. Children ages 1-3 years and caregivers play musical instruments, sing, and dance. In Storyroom.

Native Languages and More! - Fridays, 4:30 p.m.

Jan. 23, Feb. 20, March 20 & April 17
Join us for a fascinating trip through South America as we explore its many native languages! Enjoy stories, music, crafts and more. Brought to you by UGA's Department of Romance Languages. Open to all ages, but best for 3rd grade and up. In Storyroom.

Saturday Movies! - Saturdays 10:30 a.m. & 2:30 p.m.

Join us for family-friendly movies every Saturday in the Storyroom!

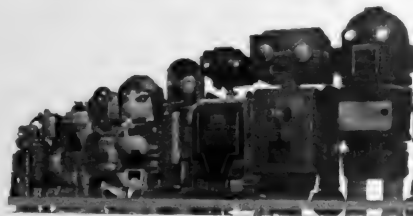
1,000 BOOKS Before Kindergarten

Coming soon! Friday mornings at 10:30am, our **1000 Books Before Kindergarten** series of programs. Imagine summer reading, but geared just for toddler/preschoolers! Learn how you can prepare your child for kindergarten by reading to them now! We'll have six weeks of fun, music, performers and more! Stay tuned for details.

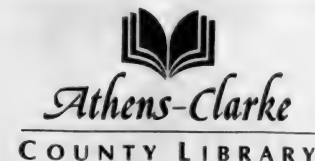
WANDOO Reader

Kids, track your reading online and build your own virtual robot using Wandoo Reader. The more you read, the more robot parts you unlock. Play with the robots online, and even print out their designs! Parents can also see the online reading log year after year to monitor their children's progress. Try it here:

wandooreader.com/athensreads/2014-robot



It is the desire of the Athens-Clarke County Library to make visits by young children both memorable and enjoyable. Library staff cannot assume responsibility for the care of unsupervised children in the library. Therefore, it is library policy that all children under the age of 10 must be accompanied by a responsible adult while in the library. Thanks for helping us keep your children safe while they enjoy their library visits.



Athens-Clarke County Library Children's Area Programming



January– April 2015

Athens-Clarke County Library
2025 Baxter Street, Athens, Ga. 30606
(706) 613-3650, ext. 314
Dial-A-Story: (706) 613-3656
<http://www.athenslibrary.org/athens>

Find us on Facebook!

<https://www.facebook.com/athenschildrens>

PROGRAMS FREE AND OPEN TO THE PUBLIC

Library Closings:

Monday, Jan. 19: Martin Luther King Jr. Day
Sunday, April 5: Easter



January

Library closed Monday, January 19,
for Martin Luther King, Jr. Day.

Friday, January 16, 9:30 a.m.

Ringling Bros. Visit - Join us for a very special visit from a Ringling Bros. clown from the upcoming shows! Hear a great circus-related picture book, enjoy silly magic and tricks. Stay for a picture with the clown and grab some free circus goodies! *Make sure to get your mini reading log completed for a free children's admission to the circus!* Fun for all ages. In Multipurpose Rooms.

Tuesday, January 20—Friday, February 20

Georgia Children's Book Awards - The time to vote is fast approaching! For more information and to submit votes, visit <http://gcba.coe.uga.edu/gcba-awards/participate-and-vote>. The nominee lists are available here: <http://gcba.coe.uga.edu>. The award was established in 1968 by UGA Professor Sheldon Root to foster a love of reading and share books of literary excellence.

For Big Kids

Book Jammers - Thursdays, 4:30 p.m.

Jan. 22, Feb. 19, March 19 & April 23

Stories, trivia, crafts and literacy-centered fun! Ages 6-10. In Storyroom.

Tween/Teen LEGO Club - Tuesdays: 4:30 p.m.

Feb. 17, March 17 & April 21

Join us in creating Lego art and Lego-based activities. Lego blocks provided! Ages 8 and up. In Storyroom.

Open Chess Play - Mondays: 4:00 - 5:30 p.m.

All skill levels come out for chess. Led by volunteer members of our local Chess and Community Conference who assist players and build skill levels. Ages 7-18 years. In Multipurpose Rooms.

February



Saturday, February 21, 11:00 a.m.

Suzuki School Violin Concert - Students from the UGA Community Music School's Suzuki Violin program will perform a concert for us! These amazing performers are aged 5-12 and are sharing their music with all who are music and book lovers! In Storyroom.

Saturday, February 28, 2:30 p.m.

Read Across America: Happy Birthday, Dr. Seuss! - Join us for a special storytelling program as we get ready for the National Education Association's *Read Across America*, an annual reading motivation and awareness program that calls for every child in every community to celebrate reading on March 2, the birthday of beloved children's author, **Dr. Seuss**. In Storyroom.

March



Monday, March 2, 7:00 p.m.

Special Dr. Seuss Bedtime Stories -

A special spin on our usual show, come and join us; take the front row! Share in our celebration to night. It's **Dr. Seuss's** birthday; let your imagination take flight! In Storyroom.

Saturday, March 7, 10:00 a.m. - 4:00 p.m.

Athens Kids Expo! - Look for us at the Athens Kids Expo! Enjoy stories, songs and a puppet show or two. At the Classic Center. See athenskidsexpo.com for more details.

April



The Library will be closed Sunday, April 5, for Easter.

Saturday, April 11, 11:00 a.m.

Library Birthday Party & Puppet Show - Join us as we celebrate the library's birthday party with a special puppet show performance. After the show, enjoy a slice of birthday cake! Sponsored by the Friends of Athens-Clarke County Library. Fun for all ages. In Multipurpose Rooms.

Wednesday, April 22, 4:30 p.m.



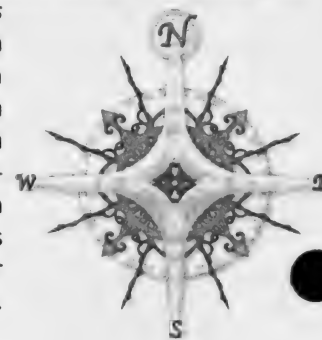
Celebrate Earth Day at the Library - Join us for a special all-ages children's program as we celebrate our love of the earth! In Appleton Auditorium.

Monday, April 27, 7:00 p.m.

¡Día de los Niños, Día de los Cuentos! - Help us celebrate *Día*, a national celebration of the importance of literacy for all children from all backgrounds. Join us for a special bilingual—Spanish and English—storytime for all ages! In Storyroom.

Friday, May 1, 4:30 p.m.

Journey through the Hispanic World! - Continuing our celebration of *Día de los Niños*, we travel through the Hispanic world, from Europe to South America to the Caribbean, with a lively multimedia experience! Learn some Spanish phrases, enjoy the stories and much more! Great for K-5th grade. In Storyroom.



About the DMC



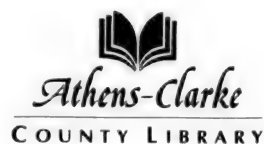
The Digital Media Center is open during regular library hours. The center is staffed at certain times throughout the week to answer any questions. The schedule is available at: <http://www.athenslibrary.org/athens/services/dmc/calendar>



Computers at the DMC can be reserved for up to two hours. Groups can reserve the center for up to four hours.



The DMC will host several special events and classes throughout the year! To stay updated checkout our calendar online!



Athens Clarke-County Library

2025 Baxter Street
Athens, GA 30606

Phone: 706-613-3650
Fax: 706-613-366 Web: athenslibrary.org

Welcome to the
Digital Media
Center!



The Digital Media Center at the Athens-Clarke County Library provides an opportunity for making graphics, editing videos, mixing digital audio files and more!

Software

- Adobe Creative Suite
- Blender
- Comic Life 3
- Corel Painter Essentials
- DPS App Builder
- Eclipse
- Final Cut Pro
- Fotor
- GameMaker
- GameSalad
- GarageBand
- GIMP
- iMovie
- iPhoto
- Keynote
- Linux Multimedia Studio
- Logic Pro X
- Manga Studio 5
- Melodyne singletrack
- Microsoft Office
- MonoDevelop
- Numbers
- Pages
- Roxio Creator Starter
- Scratch 2
- SketchBook
- SketchUp
- Sonar X3
- Stencil Game Center
- Unity
- Virtual DJ 8
- & More!



Upcoming Class!

Podcasting for Beginners!



Date: Tuesday, January 27th

Time: 7:00-8:00 p.m.

What's a Podcast? It's an audio file used to convey news, instruction on a subject, or entertainment which can be downloaded from a website. Learn how to record and edit basic sound files which you can then distribute online to friends, clients, or fellow hobbyists. We'll learn using the freeware sound-editing program, Audacity. **Space is limited to 4 participants; registration is required.** Call 706-613-3650 ext. 354 to register!

Equipment

- 1 Cannon scanner-- CanoScan 5600F
- 1 Epson Stylus Photo Printer R2000
- 1 Intuos Creative Pen and Touch drawing tablet
- 1 Ion Tape Express (transfers cassette tapes to MP3 files)
- 1 Ion Turntable (transfers records to MP3 files)
- 2 Macintosh computers
- 2 PC computers
- 2 Rugged Mini 500 GB portable hard drives
- 4 Sony (noise cancelling) headphones
- 1 Toshiba VHS to DVD converter
- 1 Yeti Professional microphone



Have any questions? Would you like to suggest a class?

Contact Natalie Wright!
nwright@athenslibrary.org
 706-613-3650 ext. 310

Healthy Habits for Seniors

No matter your age, you can benefit from healthy habits! Nutrition, exercise, and hobbies will keep you going longer and stronger! Join KaDee Holt for this month's Lunchtime Learning!



Thursday, January 29, at 12:15 p.m.

Multipurpose Room B

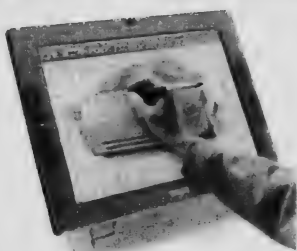
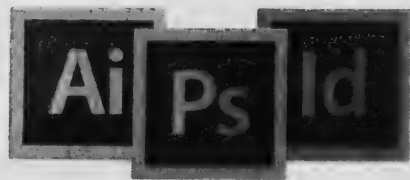
January's Lunchtime Learning @ Your Library

Beverages will be provided, but feel free to bring a sack lunch!

Digital Media Center Grand Opening!

Saturday, January 24

2:00-4:00 p.m.



Ever wanted to convert that old vinyl to a CD? Or tap into your creative side with some graphics? Come out to our brand new Digital Media Center's Grand Opening to learn more! The DMC provides an opportunity for making graphics, editing videos, mixing digital audio files, and more. Come by to see all the new and exciting technology available to you at the library!

Available software:

- Full Adobe Creative Suite
- Comic Life 3
- Logic Pro X
- Corel Painter Essentials
- Manga Studio
- SketchBook
- SketchUp
- And MANY MORE!!!





The Friends of Athens-Clarke County Library present:

FREE!

CHALLENGING!

PRIZES!

FUN!

TRIVIA NIGHT

Hosted by Eddie Whitlock

Tuesday, January 20

7:00 p.m.

In Multipurpose Room A

QUILTING

The Tapestry of Life

Athens Clarke-County Library
Saturday, January 24, 2015

FREE & open to the public

Appleton Auditorium

1:30 pm

**Talk by Mary Walker
from the Georgia Quilt Museum**

Multipurpose Room A

2:30 - 5:00 pm

**Antiques Roadshow-style event:
Bring one quilt and have
our experts evaluate it**

**Heritage Room Quiet Gallery
Exhibition of antique quilts
from the Cotton Patch Quilters
(through February 20)**

2025 Baxter Street • Athens GA

706 613 3650 x343

webcast live: www.RSLathens.org

Getting Started with Genealogy



Sign up for this free class!

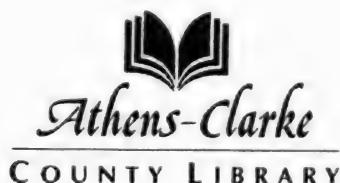
**Tuesday, January 20
6:00 p.m.**

Heritage Room Conference Room

Register by calling (706) 613-3650, ext. 350,
emailing heritageroomref@athenslibrary.org
or stopping by the Heritage Room.

Have you been curious about your family tree but aren't sure where to start? Then this is the class for you! This class is intended for those who have not yet started their family history research. Learn the tools and methods you can use as you begin your family's genealogy.

Registration is required.



Athens-Clarke County Library

2025 Baxter St
Athens, Georgia 30606 | 706-613-3650
www.athenslibrary.org/athens



Movie Night: Snowed-In Edition

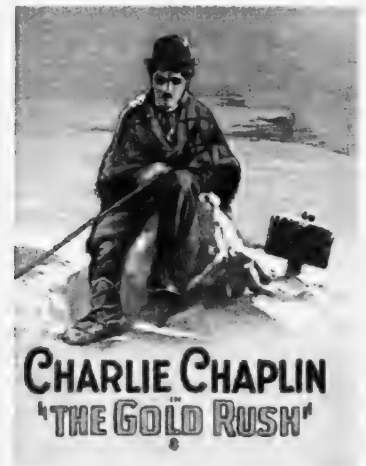
Thursday, January 22
6:30 p.m.

The Gold Rush

Put Georgia's winter in perspective with *The Gold Rush*, the film that the great Charlie Chaplin wanted people to remember him for. Containing some of celluloid's best slapstick comedy mixed with romance, satire and commentary on what else — the Great American Dream — *The Gold Rush* makes looking hungry, cold and miserable downright cozy.

Free and open to the public!

Directed by Charlie Chaplin
(1925) B&W, Silent, 95 min. Not rated.




Athens-Clarke
COUNTY LIBRARY

Athens-Clarke County Library

2025 Baxter St
Athens, Georgia 30606 | 706-613-3650
www.athenslibrary.org/athens

Events at the Athens-Clarke County Library



JANUARY 2015



2025 Baxter Street • Athens, Georgia 30606 • (706) 613-3650 • www.athenslibrary.org/athens

The Library will be closed Thursday, Jan. 1, for New Year's Day and on Monday, Jan. 19, for Martin Luther King Jr. Day.

Throughout Sunday, January 18

Seldom Seen: American Art Pottery: The Collection of Bill & Dorothy Paul - On exhibit in the Heritage Room and Upstairs Gallery.

EVENTS FOR CHILDREN

Throughout January

Children ages 2 to 5 years, join us for an interactive **Toddler Storytime** program Tuesdays and Wednesdays at 9:30 and 10:30 a.m. **Bedtime Stories** is on Mondays at 7:00 p.m. for children of all ages. **Saturday Movies in the Storyroom** is on Saturdays at 10:30 a.m. and 2:30 p.m. Call (706) 613-3650, ext. 314. *No Storytimes Jan. 1; no Bedtime Stories Jan. 19.*

Monday, January 5

10:30 a.m.

Open Playtime - For children ages 1 to 3 and their caregivers. Come play together with age-appropriate toys and make new friends! In Storyroom.

Mondays, January 12 & 26

10:30 a.m.

Infant Storytime - Nurture language skills through literature-based materials and activities! Parents assist their children in movements and actions while having a great time. In Storyroom.

Friday, January 16

9:30 a.m.

Ringling Bros. Visit - Join us for a visit from a Ringling Bros. clown! The clown will read circus-themed book then perform some silly juggling and magic tricks. In Storyroom.

Sunday, January 18

3:00-4:00 p.m.

Read to Rover - Beginning readers read aloud to certified therapy dogs, a.k.a. Tail Waggin' Tutors! All dogs insured and with trainers. First come, first served. In Storyroom.

Thursday, January 22

10:30 a.m.

Baby Music Jam - Join us for a sing-a-long and lots of fun! Children ages 1-3 and their caregivers get to play instruments, sing and dance together. In Storyroom.

Thursday, January 22

4:30 p.m.

Book Jammers! - Children and their families are invited to join us stories, trivia, craft activities and fun! Promotes literacy through the art of listening and helps to lengthen attention spans. For children ages 6-10. In Storyroom.

Friday, January 23

4:30 p.m.

South American Storytime - Join us for a fascinating trip through South America as we explore its many native languages! Enjoy stories, music, crafts and more! Brought to you by UGA's Department of Romance Languages. Open to all ages, but best for 3rd grade and up. In Storyroom.

EVENTS FOR YOUNG ADULTS

OPEN TO TEENS AGES 11 - 18

Mondays in January 4:00-5:30 p.m.

Open Chess Play @ ACC Library - Players of all skill levels are encouraged to attend. Members of the local Chess and Community Conference will be on hand to assist players and to help build skill level. Pre-registration is required. Please sign up at the teen desk or call (706) 613-3650, ext. 329. Open to tweens & teens ages 10-18. In Multipurpose Room A. *No Open Chess Play on Jan. 19.*



Wednesday, January 7 4:30-5:30 p.m.

ACCL Tween & Teen Lego Club - Join us in creating Lego art & enjoying Lego-based activities, games and challenges. No need to bring your own blocks, we've got you covered! No registration required. Open to kids and teens ages 8-18. In Storyroom.

Friday, January 9

4:30-6:00 p.m.

ACCL Teen Anime Club - Join us to watch your favorite anime series, draw, discuss the latest manga you've been reading and experiment with original design. No registration required. Open to teens in grades 6-12. In Multipurpose Room A

Tuesday, January 13

4:30-5:30 p.m.

Crafternoon - Come craft with Nina! Supplies are provided. Open to teens ages 11-18.

Friday, January 16

6:00-8:00 p.m.

Afterhours Karaoke/Open Mic Dance Party Night - Celebrate the new year late with us! There will be karaoke and dancing. Snacks will be provided. Open to teens 11-18. Pre-registration is required.

Wednesday, January 21 4:30-5:30 p.m.

ACCL Teen Council - Meet up with other teens to let the Teen Department know exactly what programs and materials you want to see at your library! No registration is required, but please fill out a Teen Council application, available at the teen desk or online at www.athenslibrary.org/athens/departments/teen. Open to teens ages 11-18. In Multipurpose Room A.

Friday, January 23

4:30-5:30 p.m.

Zine Workshop - Ever wanted to create a zine? Want to improve your zine making skills? Want to know what a zine is? **Brandy**, our zine expert, will show you how! Materials will be provided. Open to teens 11-18. In Multipurpose Room A

Thursday, January 29

4:00-6:00 p.m.

Movie Afternoon - Come watch a movie with us! We still haven't decided what to show so stop by the Teen Services desk or email and tell us your suggestion! Popcorn will be served. For teens 11-18. In Multipurpose Room A.



All snacks provided by the Friends of Athens-Clarke County Library!

All events are free and open to the public unless otherwise noted. This schedule is tentative and subject to change. Please call the Library for more information.



EVENTS FOR ADULTS

Thursdays in January 9:00-9:45 a.m.

One-on-One Computer Tutorial - Join us for personalized instruction on your choice of computer topics. Limited to one patron. Call 706-613-3650, ext. 354, or stop by the Reference Desk for a list of topics and to register. In computer training room. No tutorial on Jan. 1.

Thursdays in January 6:00, 7:00 & 8:00 p.m.

On-on-One Digital Media Center Tutorial - Get individual instruction for a graphics, audio, or video editing project. Interested in converting some albums or cassette tapes to DVDs or CDs? Get personalized step-by-step instruction from DMC staff. Sign up at the Information Services Desk, or call 706-613-3650 ext 354. Sessions are 45 minutes long starting at 6:00 p.m., 7:00p.m., and 8:00 p.m. in the Digital Media Center. No tutorial on Jan. 1.

Sunday, January 4 3:00 p.m.

Live! @ the Library: The Solstice Sisters - The Solstice Sisters are Susan Staley, Anna Durden and Maggie Hunter, three women harmonizing oldtime country ballads, traditional folk and 40's styled swing. The Solstice Sisters are known for their three-part harmonies and their energetic live shows. Free and open to the public; Sponsored by Friends of Athens-Clarke County Library. In Appleton Auditorium.

Tuesday, January 6 10:00-11:30 a.m.

Computer Class: Introduction to the Internet - In the computer training room. Call (706) 613-3650, ext. 354, to register.

Tuesday, January 6 7:00 p.m.

Photoshop for Beginners - This hands-on class will introduce you to the basics of Adobe Photoshop and open up a world of possibilities for graphic design. Limited to four participants; registration is required. In the Digital Media Center.

Monday, January 12 12:00 p.m.

Affordable Care Act - Harold Weber is a trained navigator for the Affordable Care Act. He'll provide information about signing up, answer questions and be available to assist those who want to sign up at healthcare.gov. In Multipurpose Room A.

January 12, 14 & 16 9:00 a.m. - 2:00 p.m.

Affordable Health Care Sign-up - Athens Neighborhood Health Clinic will be in the computer lab to help with signing up for insurance through the Affordable Care Act. No appointment necessary.

Tuesday, January 13 10:00 a.m. - 11:30 a.m.

Computer Class: Introduction to PowerPoint 2010 - In the computer training room. Register by calling (706) 613-3650, ext. 354, or stopping by the Reference Desk.

Tuesday, January 13 5:00 p.m.

African American Authors Book Club - This month's title is *A Lesson Before Dying* by Ernest Gaines. Newcomers are always welcome! In Multipurpose Room A.

Thursday, January 15 6:00 p.m.

Local History Book Club - This month, we will discuss essays from *The Tangible Past in Athens, Georgia*. In the Heritage Room Conference Room. For information, call (706) 613-3650, ext. 350.

Tuesday, January 20 10:00 a.m. - 11:30 a.m.

Computer Class: Introduction to Mac Computers - It's a brand new class! In the computer training room. Register by calling (706) 613-3650, ext. 354, or stopping by the Reference Desk.

Tuesday, January 20 6:00 p.m.

Getting Started with Genealogy - This class will help you get started with your family research. Call (706) 613-3650, ext. 350, to register. Limited to 10 participants. In the Heritage Room Conference Room.

Tuesday, January 20 7:00 p.m.

Trivia Night! - Join the Friends of the Library for a free, fun Trivia Night at the library, led by staff member Eddie Whitlock. Eddie regularly entertains friends and family with trivia contests, and everyone has a great time! You might do so well that you win a prize! In Multipurpose Room A.

Wednesday, January 21 10:30 a.m.

Talking About Books, Adult Book Discussion Group - This month's title is *The Book Thief* by Markus Zusak. Call (706) 613-3650, ext. 324, for information. In Multipurpose Room B.

Thursday, January 22 6:30 p.m.

Movie Night: Snowed-In Edition - *The Gold Rush* (1925) B&W, Silent, 95 min. Not Rated. D: Charlie Chaplin. Put Georgia's winter in perspective with *The Gold Rush*, the film that the great Charlie Chaplin wanted people to remember him for. Containing some of celluloid's best slapstick comedy mixed with romance, satire and commentary on what else--The Great American Dream--*The Gold Rush* makes looking hungry, cold, and miserable downright cozy. In Appleton Auditorium.

Saturday, January 24 2:00 p.m.

Quilts: The Tapestry of Life - Quilt archivist and historian Madeline Hawley will host an *Antiques Roadshow*-type event, where you are invited to bring a favorite quilt and learn about its history and value. In Multipurpose Room A. Hawley will give a slide lecture in the Appleton Auditorium at 1:30 p.m. A collection of antique quilts owned by Hawley and other members of the *Cotton Patch Quilters* may be seen in the Heritage Room Gallery from Jan. 20 - Feb. 22. Presented by *Reflecting, Sharing, Learning* as the first in its *Dust Collectors* series. For more information, visit www.RSLathens.org or call (706) 613-3650, ext. 343.

Saturday, January 24 2:00-4:00 p.m.

Digital Media Center Grand Opening - The DMC has lots of software and hardware you won't find anywhere else in the library to help you complete your creative digital projects: graphic art, sound recordings, movies and more! We'll also have our 3D Printer on display. Come talk to our staff and learn what you can create at the library.

Monday, January 26 7:00 p.m.

Last Monday Book Group, Adult Book Discussion Group - This month's title is *Swann's Way* by Marcel Proust. Call (706) 613-3650, ext. 356, for information. Newcomers always welcome.

Tuesday, January 27 10:00 a.m. - 11:30 a.m.

Computer Class: Free eBooks and Audiobooks (GADD) - In the computer training room. Register by calling (706) 613-3650, ext. 354, or stopping by the Reference Desk.

Tuesday, January 27 7:00 p.m.

Podcasting for Beginners - Learn how to record and edit basic sound files which you can then distribute online to friends, clients or fellow hobbyists. We'll learn using the freeware sound-editing program, Audacity. Space is limited to 4 participants; registration is required. In the Digital Media Center.

Thursday, January 29 12:15 p.m.

Lunchtime Learning @ Your Library: Healthy Habits for Seniors - No matter what age you are, you can benefit from healthy habits. Nutrition, exercise and hobbies will keep you going longer and stronger. Presented by Kadee Holt of the Athens Area Council On Aging. Bring your lunch! Beverages provided. In Multipurpose Room B.

Friday, January 30 6:00-10:00 p.m.

Searching After Sunset - Offered at our sister collection, the Ivy Room at the Oconee County Library in Watkinsville. Registration is required. Call the Oconee County Library at (706) 769-0395. This event is co-sponsored by the Oconee County Library Ivy Room, the Athens-Clarke County Library Heritage Room, and the Clarke-Oconee Genealogical Society. The Oconee County Library is located at 1080 Experiment Station Road, Watkinsville.

**THE UNIFIED GOVERNMENT OF
ATHENS-CLARKE COUNTY**

FY16

**OPERATING BUDGET PREPARATION INSTRUCTIONS
AND FORMS**

FOR INDEPENDENT AGENCIES

(July 1, 2015 - June 30, 2016)

**FY16 Budget Requests are Due:
Thursday, January 8, 2015**

**Please Deliver or Mail Requests to:
Finance Department – Management & Budget
375 Satula Avenue, Athens GA 30601**

706-613-3040 ext. 2002

INSTRUCTIONS FOR COMPLETING BUDGET REQUEST FORMS

FORM 1

SUMMARY OF REQUEST

I. ATHENS-CLARKE COUNTY FUNDING:

FY14 ACTUAL - Identify the actual amount of funding received from Athens-Clarke County for the period July 1, 2013 through June 30, 2014.

FY16 BUDGET - Identify the budgeted amount of funding that was approved by the Athens-Clarke County Commission for the period July 1, 2014 through June 30, 2015.

FY16 AGENCY REQUEST - Identify the amount of funding that is requested by the agency for the period July 1, 2015 through June 30, 2016 (FY16).

FY16 MAYOR RECOMMENDED AND COMMISSION APPROVED - These lines will be completed after Mayor Recommendation and Commission Approved amounts are determined.

FY17 AGENCY REQUEST - Identify the amount of funding that is requested by the agency for the period of July 1, 2016 through June 30, 2017.

Please remember: In each case, identify only the money received, budgeted or requested from the Athens-Clarke County General Fund, Hotel/Motel tax fund, or Crime Victims Assistance (5%) funds. Do not include funding received from the Community Development Block Grant program or other Athens-Clarke County administered grant funds or programs.

II. FY16 MISSION & GOALS:

Mission statements declare the agency's long-range intent, i.e., its purpose. Goals of an agency may be embedded in a broad mission statement or may be enumerated separately. Because they typically are ambitious and framed in long range terms, goals often are imprecise and even a bit vague—but that is entirely acceptable in goal statements.

Poorly Written Goals:

- to continue to serve our customers
(Not challenging)
- to acquire the latest equipment
(Unclear purpose)
- to train our employees
(As a means to what end?)

Well Written Goals:

- to minimize loss of life and property
- to enhance recreational opportunities for
community residents
- to provide public services that are
responsive to citizen needs and desires

Take a close look at your goal statements. Could you easily ask, to achieve what? If so, consider what your answer to that question would be. That is probably the goal.

III. FY16 SERVICES & PROGRAMS:

In this section, each agency should briefly explain (in bullet statements) the programs and services provided to the community as well as the level of these services/ programs, i.e., what percent of your A-CC funding will be allocated to each of these services/programs delivery. The statement may indicate the segment(s) of the population or area(s) of the community the agency intends to serve. This section will provide budget reviewers and the public with a working knowledge of what services/programs the agency will provide in FY16.

IV. FY16 PERFORMANCE MEASURES:

This section of an agency's request should reflect quantitative results of services/programs based on the agency's mission/goals. Information on performance measures is requested in a table format for last fiscal year, the current fiscal year, FY16 and FY17.

INSTRUCTIONS FOR COMPLETING BUDGET REQUEST FORMS (Continued)

Workload Measures report on the number of services performed and the inputs or outputs of a given activity. Examples: patients treated, miles repaved, meals served.

Efficiency Measures report the unit price of outputs and/or the relative productivity of resources applied. Examples: cost per patient treated, cost per miles repaved, meals served per \$1,000 contributed.

Effectiveness Measures report on the quality of services or activities from the customer/service recipient's point of view. Examples: percentage of community receiving the service as compared to the percentage of the community eligible/needing the service, response time of service if relevant, quantitative customer satisfaction data.

Use a combination of workload, efficiency, and effectiveness measures that will convey your agency's ability to successfully provide services to the ACC community.

FORM 2

BUDGET REQUEST

I. ATHENS-CLARKE COUNTY FUNDING:

Part I breaks down the money received, budgeted, and requested **ONLY from Athens-Clarke County** into the five (5) expenditure categories listed below. For each category of expenditure, identify the amount of Athens-Clarke County funding which was actually spent in FY14, budgeted to be spent in FY16, and requested in FY16 and FY17.

PERSONAL SERVICES - Expenditures for compensation including direct expenditures for all fringe benefits. For example: salaries, insurance, Social Security, etc.

OPERATING EXPENSES - Annual operating expenditures for services and related expenses required for employees to perform assigned or legally required functions. For example: utilities expense, office supplies, vehicle expenses, etc.

INDIRECT EXPENSES - The costs incurred by the agency for goods and services provided by an Athens-Clarke County Government department or division. Examples include: Facilities Management, Landscape Management, postage, printing, and Fleet Management.

CAPITAL EXPENSES - Payment for the acquisition of assets with individual costs greater than \$20,000 and an estimated useful life of more than three years. For example: facility renovation or addition, purchase of a vehicle or other equipment meeting these criteria.

DEBT SERVICE - Payments for principal and interest on long term and/or short term debt. For example: equipment loans on building debt service.

ACC FUNDING AS A PERCENT OF THE TOTAL AGENCY BUDGET – Identify for each year the percentage of the Agency's total Budget that is funded from Athens-Clarke County.

II. TOTAL AGENCY EXPENDITURES:

Break down the **TOTAL Agency Expenditures** into the five expenditure categories. For each, please identify the actual amount spent in FY14; the amount budgeted for expenditures in FY16 and the "PROJECTED" expenditures for FY16 and FY17.

III. TOTAL AGENCY REVENUES:

List all revenue sources for the agency indicating the amount received, budgeted and projected for each fiscal year.

Total Agency Expenditures – List total agency expenditures from Part II, above.

INSTRUCTIONS FOR COMPLETING BUDGET REQUEST FORMS (Continued)

Revenues less Expenditures - Subtract total expenditures from total revenues.

Beginning FY14 Balance and End of FY14 Balance - Please provide the Agency's beginning balance and ending balance for FY14.

FORM 3

NOTES AND COMMENTS:

If a category on **Form 2** needs explanation, place a number in the **NOTES** column. Provide a corresponding explanation on **Form 3, Notes and Comments**. Make sure that any "one-time" expenditures and "continuing/annual" expenditures are noted.

FORM 4

IMPACT(S) OF A 2% REDUCTION IN FUNDING:

The forecast for the ACCUG General Fund in FY16 shows that reductions in Operating Expenditures may be required to balance the budget. As a part of their FY16 Budgets, ACC departments have been requested to submit proposed reductions equal to 2% of their total operating budget.

Independent agencies are requested to include additional information in their FY16 Budget submittal (Request Form 4) that describes the impact on an agency's services if a 2% reduction in the current year (FY16) funding from Athens-Clarke County is implemented in the next year (FY16). This information will aid the budget decision-makers as they review competing requests from departments and independent agencies for current and additional services.

Proposed reductions must adhere to the following criteria:

Realistic; i.e. even though the reduction may not be desirable, it reasonably could be implemented;

Sustainable; i.e. no one year reductions that must be restored next year;

Clearly define impact on the current level of services; include the number of employee positions that would be eliminated if the reductions are accepted.

Please respond to the following issues when identifying FY16 Budget reductions on Request Form 4):

- Describe Reduction Proposed –Briefly describe the reductions proposed. Do not list individual line items, but describe the reductions.
- Service/Program Impacted – Identify the service or program impacted by the reduction proposed.
- Amount of Reduction – Identify the total amount for each reduction proposed, the amount of Athens-Clarke County funding that would be reduced, and the year that the reduction would impact. For example, a reduction may be phased in gradually over 3 years or there may be one-time reductions that occur in the first year.
- Service Delivery Impact – Describe the impact on service delivery for each reduction proposed.

INDEPENDENT AGENCY SUMMARY OF REQUEST

AGENCY NAME: ATHENS-CLARKE COUNTY LIBRARY

PART I: ATHENS-CLARKE COUNTY FUNDING

| | FY14 ACTUAL | FY15 BUDGET | AGENCY REQUEST | MAYOR RECOMMEND | COMMISSION APPROVED | AGENCY REQUEST |
|---------------------------------|----------------|----------------|-------------------|--------------------|------------------------|-------------------|
| ATHENS-CLARKE COUNTY FUNDING | \$1,719,419 | \$1,759,419 | \$1,874,416 | \$0 | \$0 | \$1,968,137 |

(Double Click inside Table to enter data)

What percent of your total program participants are Athens-Clarke County (ACC) residents?

82 %

What percent of your total programs/services are delivered to ACC residents only? 100%

PART II: FY16 MISSION & GOALS

(Expand space as needed)

The mission of the Athens-Clarke County Libraries is to provide information and gateways to resources which address the issues and needs of the community as well as preserve the history and culture of Athens-Clarke County. The Library on Baxter Street, with branches located in Winterville, Pinewoods Mobile Home Park, East Athens and Lay Park Community Centers, and unstaffed Resource Centers at Sandy Creek Nature Center and Lyndon House Arts Center, provide service for diverse community needs.

A new Library Director, Ms. Valerie Bell, will assume leadership on March 16, 2015. The Library will continue to work within our Strategic Plan and the specific goals identified by focus groups and interviews. With the completion of the construction project in April 2013, Library visitors continue to exceed the average of 1,800 people per day. Ease of access, parking, programming, seating, meeting spaces, computers, WiFi and other services encourage use. The annual Customer Satisfaction Survey this year, conducted in November is appended and reflects over 90% "satisfied" with services in 2014. One of our major concerns is that the State Library included zero funding for materials [books] in the FY2015 and 2016 budgets. Consolidation of the Talking Book Center before the end of FY2016 and closing is a possibility.

The goals of the Library's Strategic Plan are:

- Residents are supported in becoming lifelong learners with opportunities to use and produce information resources, including current and developing technologies,
The Library has created a digital media lab to produce & use information [film, music, photography]
Participation in teen programs will increase by 10% per year
70% of people surveyed will say their use of library resources helped them find a job or improved career
250,000 people will use the library's online presence to find information
Offer at least 25 programs annually online [see www.BoomersinAthens.org for many online programs]
- Children, their families, care providers and teachers receive services to help children enter school ready to learn and to help families achieve reading success.
75% of survey responders who are parents and caregivers of children entering kindergarten will say that library programs and services made a difference in their child's school readiness
75,000 people will use library's online resources to help them support preschool children with age-

appropriate learning

80% of participants will say that the library's PRIME TIME family literacy program helped their families achieve reading success [PRIME TIME focuses on introducing Hispanic families to literacy skills]

80% of parents and teachers surveyed will say that the library's resources for parents, teachers and students contributed to school success

200 families will participate in our promotion, 1000 Books Before Kindergarten

3. The community and library are fully engaged to create opportunities for both individual and community development

1000 people will say they are aware of specific targeted services [digital media lab, e-books, assistance for job seekers, computer training]

Library card registration will be available off site as well as within facilities

4. Residents use the library to understand, appreciate and preserve the cultural life of the community

Use of the library's local heritage, genealogy and family history resources will increase by 20%

1000 people will use local music resources gathered by the library

500 people will use library resources created for and by local writers

5. The community is served by highly trained and innovative staff who work together to ensure that services are provided efficiently and effectively.

By July 2016, 90% of library managers will say the library's pay structure has a positive impact on recruiting and retaining qualified staff

By July 2016, 90% of library staff will say that they and their co-workers understand and can explain public service policies and procedures to the public

The library will offer "innovation grants" to help pilot new ideas that enhance public service

Since our dedication in April 2013, many of our customers who went elsewhere for library services returned. We are experiencing increased participation in the services we offer and as we gradually provide more public services, we expect to see further increases in use. We appreciate the County's support of this service!

PART III: FY16 SERVICES & PROGRAMS

(Expand space as needed)

Effective partnerships are critical for survival in the public sector. The Library enjoys a strong partnership with Athens-Clarke County, the State of Georgia, and many local community organizations. The Friends of the Library have provided tremendous support for both the staff and the Library system; the Endowment is developing a plan to ensure that materials funding is guaranteed into the future; and others have chosen to provide personal gifts for the Heritage Room or Children's Services. The Library's prestigious National Leadership Award from the federal Institute for Museums and Library Services is a partnership with the Lyndon House Arts Center; we are also working closely with the UGA Special Collections Libraries, a veteran's organization, and the retired teachers to plan a series of recordings on school integration in Athens. Our latest partnership is with the Regional Development Commission to use their mobile computer lab [a van equipped with 12 computers] to teach computer skills to people who are unable to attend formal classes at Baxter Street. This is a pilot project, but seems to be a good model of instruction; we are teaching basic and advanced computer skills, downloadable e-book use, financial literacy and genealogy.

1. Youth Services Team provides services to children and families throughout the county and includes such diverse offerings as baby and toddler story times, bedtime stories, Japanese and Spanish stories, parent-child workshop, summer reading, after-school teen programs, Puzzle Day, Family Fun Day, film-making and production, computer skills sessions, and many other events.

Specific Goals for 2016:

The Teen Librarian visits all middle schools seeking to increase the number of teens participating in programs by 10%; the Teen Advisory Board composed of students from all Athens area middle schools is active.

Increase the number of low-income-daycare centers served by 4 during 2016

Increase number of children participating in programs by 5% overall

Percent of ACC budget dedicated to Youth Services: 9%

Other funds: 25% of State Materials funds, SPLOST, Summer Reading Programs [Friends of the Library have provided funding for special programs, reading incentives and books for Athens, Pinewoods, East Athens and Lay Park; Friends of the Winterville Library have provided same for that branch.]

2. Information and Technology Team provides residents with accurate and up-to-date materials to meet their informational and reading needs. Information is provided in several formats including books, e-books, instructional programs, Internet sources, and computer databases. Team members answer over 125,000 questions annually, assist in nearly 300,000 computer sessions, plan special programs, offer computer skills classes, and manage the Heritage Room. All facilities offer wireless internet access.

Specific Goals for 2016:

Work with broadband service providers to improve infrastructure speed at 100 bps, expand internet services in branches; add more training by using the mobile lab to expand outreach services

Promote our webpage and online services

Develop an active programming component offering an additional book club and 12 programs

Percent of ACC budget dedicated to Information and Technology: 16%

Other funds: 2 State paid librarians, 100 bps broadband access on Baxter St, 20-30bps service connectivity at each branch library except Pinewoods where AT&T cannot get lines to the facility.

Additional sources of funds include grants from various sources, State, and the Friends of the Library.

3. Access Team is responsible for all circulation activities—checking in, checking out, holds management, shelving, maintenance of the automated materials handling unit and self-check system. They are also responsible for security in the building [we employ off-duty police officers from 4 p.m.-closing M-F, 9 a.m.-6 p.m. on Sat., and 2-6 p.m. on Sunday].

Specific Goals for 2016:

Increase attendance by 10%; Increase circulation of all materials by 3%

Promote self-service options with promotional materials and assistance

Conduct an analysis of staff deployment to ensure productivity

Percent of the ACC budget dedicated to Access: 3.7%

Other funds: The State provides all broadband access lines for the network, administration of the PINES network, and offers Galileo access to all libraries, valued at \$250,000 per year. We also have a free daily courier for materials borrowed from statewide libraries—over 98,000 in 2013!

1 State-paid librarian, 3 locally-paid employees; Fines and fees are also used to pay some part-time employees

4. Materials Team is responsible for ordering, receiving, processing and cataloging all materials. Database maintenance, PINES cataloging, and materials management are essential for good public service. The cataloging and organization of materials is one of the distinguishing features of all libraries and an accurate database is a key tool in research. We have implemented RFID, self-check, and automated return technology—all very successfully! During FY16, we will add 25,000 new items thanks to SPLOST, the Friends, the Endowment and Donations.

Specific Goals for 2016:

Prepare materials for RFID use as they arrive

Continue to order a balanced popular collection of materials with emphasis on specific areas of need.

Percent of ACC budget dedicated to Materials: 16.79%

Other funds: 2 State Paid librarians, SPLOST materials, gifts, and Friends.

5. Administrative Team includes the business office, human resources, public relations, purchasing, volunteer coordinator and janitorial services. Contracting with Wright & Wright to provide janitorial services has helped to maintain standards of cleanliness. As one of the county's most used facilities, it is important!

Specific Goals for 2016:

Review all policies and procedures and update as needed

Keep the emergency procedures current; work with Athens Police Department to train staff on dealing with emergency situations

Develop finding aids, promotional materials, and information brochures to better inform the public

Hire a new Library Director

Percent of ACC budget dedicated to Administration: 13.3%

Other funds: The Director is state-paid librarian.

6. Talking Book Center for Northeast Georgia is a state-funded service for the blind and physically handicapped users in a 22-county area. In 2016, we anticipate significant change and consolidation. The State will close all but 4 of the 13 outreach centers leaving TBCs in Rome, Athens, Bainbridge and Augusta. We expect direct services to patrons will be directed to Atlanta leaving the outreach centers to make contacts with potential users, attend festivals to promote the service, and focus on promotion of the program. Goals may include:

- Add 25 new Athens-area users

- Participate in 5 community fairs and expos to promote the service

- Visit an additional 10 service providers, leaving brochures and contact information

Percent of ACC budget dedicated to TBC: \$0

Other funds: This program is entirely State funded and benefits approximately 1600 Athens residents.

7. Outreach Services includes all of the branch and outreach locations in Athens-Clarke County. These include Winterville which is funded by that City and the Friends of the Winterville Library; Pinewoods Biblioteca which serves a large Spanish-speaking community and is located at the Pinewoods North Mobile Home Park; East Athens and Lay Park Community Centers; and the unstaffed Resource Centers at Lyndon House and Sandy Creek Nature Center. We provide courier service and delivery of materials to each location, story programs at low income day care centers, and supervisory assistance for the branch libraries. We also provide deposit collections in retirement homes and other locations around the county. With the partnership with the Regional Commission, we have been able to provide on-going mobile computer classes based on demand, focusing on basic and advanced MS Office software, financial literacy, and online genealogy. We hope to continue this pilot project.

Specific Goals for 2016:

- Continue to provide computer skills classes for 200 people

- Increase the number of low income day care centers visited by 4

- Encourage branch locations to promote services

Percent of ACC budget: 3.2%

Other funds: Northeast Georgia Regional Commission provides the van, driver, software, maintenance of vehicle, insurance, and internet connection.

PART IV: FY16 PERFORMANCE MEASURES

(Expand space as needed)

CIRCULATION: Studies indicate that when a new or renovated building opens to the public, use increases dramatically and remains high. During the period of April - June 2013, we saw people discovering our new materials and this continued to increase during FY2014-2015 and certainly, we expect that in 2016 will reach approximately 2 million items per year that are checked out of the county's libraries.

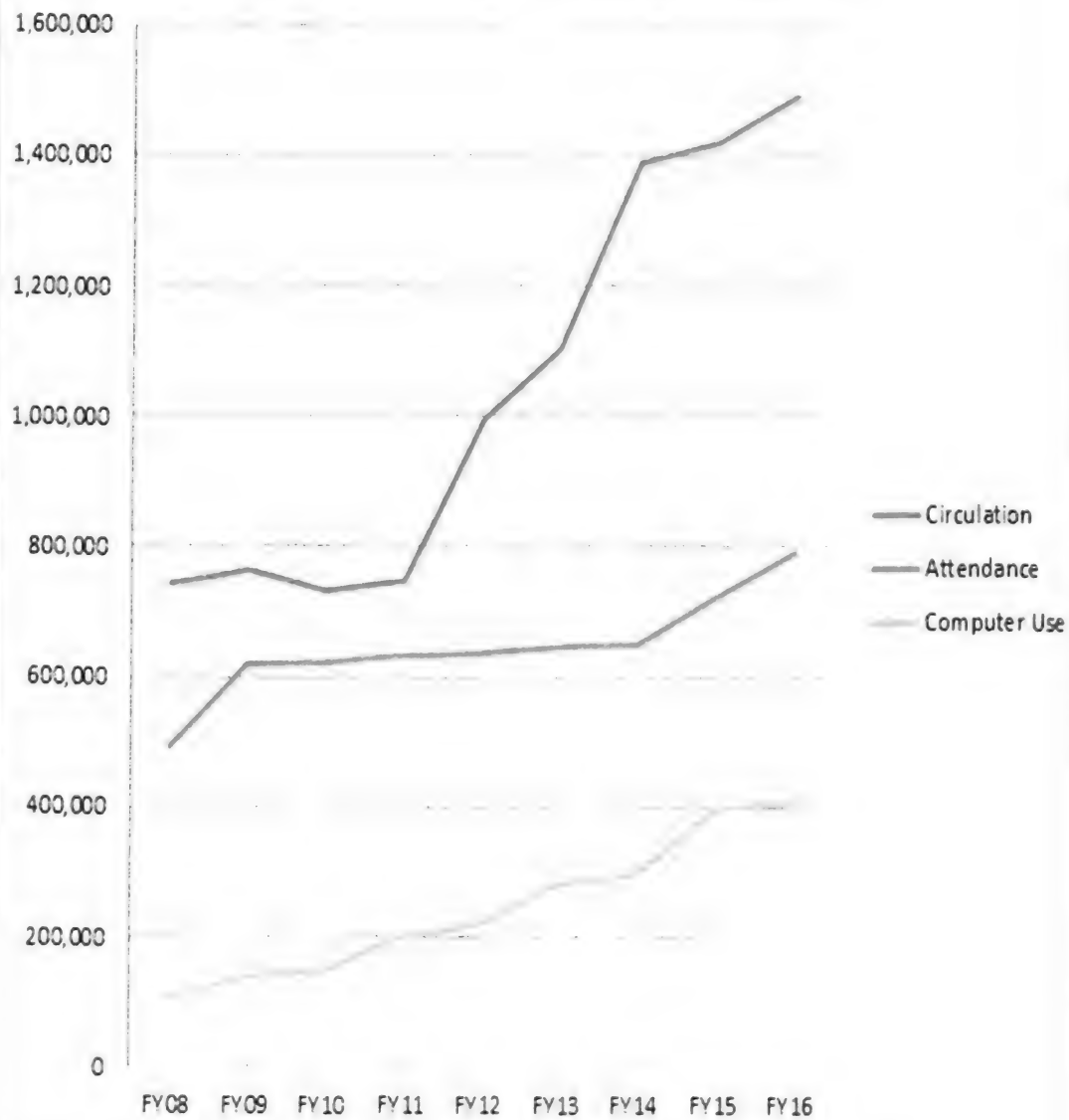
ATTENDANCE: Attendance has also increased considerably with the addition of 3 new meeting spaces [or 1 large multipurpose room seating up to 285 people]. Our auditorium [165 seats] had been closed for 2 years and its availability now contributes to more programs and attendance. During the summer reading programs in 2013 and 2014, participation grew significantly as the ability to offer adequate space for children's events brings more participation. We expect to increase by at least 10% per year in FY16.

COMPUTER USE: Computer use has been steady. People flock to those computers they perceive as fastest, and we've updated all of them. The Friends organization provided three specialty computers for young

children, and we received a \$20,000 grant to update others; we hope to add at least 15 new computers during FY16 with State MRR grant funds. We anticipate with quiet study spaces, the use of WiFi and specialty computers, use will increase by 10% per year.

| | FY08 | FY09 | FY10 | FY11 | FY12 | FY13 | FY14 | FY15 | FY16 |
|--------------|---------|---------|---------|---------|---------|-----------|-----------|-----------|-----------|
| Circulation | 742,739 | 764,258 | 731,667 | 746,300 | 995,066 | 1,102,638 | 1,368,935 | 1,421,126 | 1,492,623 |
| Attendance | 492,656 | 619,626 | 621,623 | 633,256 | 637,266 | 647,211 | 648,722 | 722,612 | 791,629 |
| Computer Use | 107,739 | 137,982 | 149,321 | 198,652 | 221,321 | 281,112 | 294,436 | 395,621 | 409,221 |

FY08 - FY16 Performance Measures



INDEPENDENT AGENCY
BUDGET REQUEST

AGENCY NAME: ATHENS-CLARKE COUNTY LIBRARY

(Double Click inside Tables to enter data)

PART I: ATHENS-CLARKE COUNTY FUNDING

| | FY14 ACTUAL | FY15 BUDGET | FY16 AGENCY REQUEST | FY16 MAYOR RECOMMEND | FY16 COMMISSION APPROVED | FY17 AGENCY REQUEST | NOTES |
|--|----------------|----------------|---------------------------|----------------------------|--------------------------------|---------------------------|-------|
| PERSONAL SERVICES | \$1,429,476 | \$1,522,102 | \$1,583,299 | | \$0 | \$1,662,464 | 1 |
| OPERATING EXPENSES | \$289,943 | \$237,317 | \$291,117 | \$0 | \$0 | \$356,092 | 2 |
| INDIRECT EXPENSES | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | |
| CAPITAL EXPENSES | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | |
| DEBT SERVICES | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | |
| TOTAL ACC FUNDING | \$1,719,419 | \$1,759,419 | \$1,874,416 | \$0 | \$0 | \$2,018,556 | |
| ACC FUNDING AS A % OF TOTAL AGENCY BUDGET | 47% | 47% | 48% | 0% | 0% | 49% | |

PART II: TOTAL AGENCY EXPENDITURES

| | FY14 ACTUAL | FY15 BUDGET | FY16 PROJECTED | FY17 PROJECTED | NOTES |
|----------------------|----------------|----------------|-------------------|-------------------|-------|
| PERSONAL SERVICES | \$2,885,796 | \$3,034,383 | \$3,171,195 | \$3,329,754 | |
| OPERATING EXPENSES | \$760,478 | \$699,572 | \$734,154 | \$761,901 | |
| INDIRECT EXPENSES | \$0 | \$0 | \$0 | \$0 | |
| CAPITAL EXPENSES | \$0 | \$0 | \$0 | \$0 | |
| DEBT SERVICES | \$0 | \$0 | \$0 | \$0 | |
| TOTAL AGENCY FUNDING | \$3,646,274 | \$3,733,955 | \$3,905,349 | \$4,091,655 | |

PART III: TOTAL AGENCY REVENUES

| | | | | |
|----------------------------|-------------|---|-------------|-------------|
| SPLOST | \$194,876 | \$130,000 | \$136,500 | \$130,000 |
| STATE STAFF | \$547,211 | \$538,409 | \$565,329 | \$593,595 |
| SSG | \$68,526 | \$99,564 | \$104,542 | \$109,769 |
| SNLC | \$125,630 | \$123,000 | \$129,150 | \$131,733 |
| TRANSFER RESERVE | | \$51,662 | | |
| STATE MATERIALS | \$26,664 | \$23,021 | \$24,172 | \$30,000 |
| REGIONAL LOCAL GOVT | \$742,539 | \$743,345 | \$791,001 | \$791,001 |
| FINES, FEES, COPY, INT | \$200,366 | \$230,616 | \$242,146 | \$245,000 |
| E RATE | \$14,912 | \$16,919 | \$19,191 | \$23,000 |
| CITY OF WINTERVILLE | \$18,000 | \$18,000 | \$18,900 | \$19,000 |
| TOTAL REVENUE | \$3,658,143 | \$3,733,955 | \$3,905,347 | \$4,091,654 |
| | | | | |
| TOTAL AGENCY | | | | |
| EXPENDITURES (from above) | \$3,646,274 | \$3,733,955 | \$3,905,347 | \$4,091,654 |
| | | | | |
| REVENUES LESS EXPENDITURES | \$11,869 | \$0 | \$0 | \$0 |
| | | | | |
| BEGINNING FY14 BALANCE | \$285,552 | | | |
| | | | | |
| ENDING FY14 BALANCE | \$297,421 | Restricted as per Georgia Department of Audits note 5 | | |

INDEPENDENT AGENCY
BUDGET REQUEST

AGENCY NAME: ATHENS-CLARKE COUNTY LIBRARY

NOTES AND COMMENTS

- 1) This figure contains one frozen position that has since been filled.
- 2) Mandatory increase in Georgia Health Insurance (GHI) from \$843/month to \$943/month = \$26,000.00 as well as a 3% increase for all staff (\$35,196.96)
- 3) Includes a 3% increase in utilities based on current budget forecasts
- 4) To cover a budget shortfall in FY16, ACCL transferred \$52,662 from reserve funds. We request a budget reinstatement of funds.
- 5) Restricted funds as defined by Georgia Department of Audits for vacation liability and one month's operating expenses.

REQUEST FORM 4

INDEPENDENT AGENCY BUDGET REQUEST

AGENCY NAME: ATHENS-CLARKE COUNTY LIBRARY

IMPACT(S) OF A 2% REDUCTION IN ACC FUNDING

A two percent reduction would be approximately \$35,188.38. A reduction by this amount would force us to limit services by closing one day per week, freeze a position, or eliminate a afternoon and evening from the schedule.

A 2% percent reduction in the Library's budget comes at a critical time, just as we have reestablished services, preparing for summer reading activities, and operating at full-capacity. The Library anticipates a serious shortfall with the increase in the cost of health insurance which is currently \$843 per month per eligible employee and which will increase to \$943 month per employee on July 1, 2015; we have also been notified of a slight increase in Teacher's Retirement. These two benefit costs are mandatory, and we must find funds to meet those costs. A 2% reduction is approximately \$34,388. This, plus the increase in benefit costs, were the subject of a lengthy Library Board discussion.

The Board determined that to meet the projected reduced income, the only way to compensate would be to close at 1:00 p.m. on a Thursday afternoon and evening throughout the year.

The Impact:

There is a serious digital divide in Athens-Clarke County. Every day, the 155 public computer stations in the Baxter Street Library are being used virtually every hour the library is open. People come to the Library because they don't have personal home computers or Internet access. Others use our WiFi connectivity.

Thursday afternoon and evening computer use averages 980 people. There are very few other public access computers available to the public and even fewer trained staff who can work with people to access job applications, create resumes, download their W-2s, or read about news events. Our online presence would still be accessible from home as with other hours we are closed, but many of our customers lack internet access or have computers.

Programming on Thursdays would be entirely eliminated and this would include special teen programs, book club meetings, public use of the multipurpose room and auditorium, ability to obtain a passport application, or to obtain answers to questions.

Circulation of materials is lowest on Thursdays, and from 1-9 p.m. it averages 1,588 items, still a very significant number!

An alternative considered last year was closing all remote locations except for Winterville. The Library Board felt this was undesirable as it left families and children in the neighborhoods near East Athens, Lay Park and Pinewoods without access to library services. Outreach to these areas is important and many families in these areas lack transportation or the ability to get to the library. The Library continues to receive grants to support outreach in Pinewoods with an American Dream grant this year to teach ESL for families living there. We also have a grant to teach GED classes in our computer lab; all GED exams are now mandatory to be taken on a computer, so computer skills continue to be important.

ATHENS-CLARKE COUNTY LIBRARY COMMITTEES 2015

EXECUTIVE COMMITTEE

Wally Eberhard, Chair
Craig Pascoe, Vice Chair
Julie Damell, Treasurer

REGIONAL LIBRARY BOARD MEMBERS

Wally Eberhard
Dennis Hopper
Bill Prokasy
John Timmons

FINANCE COMMITTEE

Julie Damell, Chair
Theresa Cullen
John Gaither
Dennis Hopper
Bill Prokasy

PERSONNEL COMMITTEE

Bill Prokasy, Chair
Diane Adams
Dennis Hopper
John Timmons

POLICY ISSUES COMMITTEE

Craig Pascoe, Chair
John Timmons
Chip Woods
Shannon Thompson

BOOK ACTION COMMITTEE

Sean Boyle, Chair
Erin Boydston
Julie Damell
Janet Geddis
Linda Jones

PUBLICITY COMMITTEE

Erin Boydston, Chair
Janet Geddis
Chip Woods
Shannon Thompson

BUILDING/GROUNDS COMMITTEE - SPLOST

John Gaither, Chair
Theresa Cullen
Linda Dodson
Linda Jones
Craig Pascoe
Chip Woods

ENDOWMENT LIAISON

Julie Damell
Diane Adams

FRIENDS OF THE LIBRARY LIAISON

Sean Boyle

Board Chairman and Library Director are Ex-officio members of all Committees and should be notified of all Committee meetings. All Committee Meetings should operate under the provisions of the Open Meetings Act.

Revised 1/13/2015

Athens-Clarke County Library Board 2015

| Name, Address, Phone, Email | Occupation | Appointed By | Term Expires |
|---|--|--------------------------|---------------|
| Mr. Wallace Eberhard, Chairman * 180 Orchard Creek Dr. Athens, GA 30606 706-543-5363(H) wbe1955@aol.com | Retired Professor, UGA | Co. Comm. in 1/1/2007 | Dec. 31, 2016 |
| Mr. Craig Pascoe, Vice-Chairman 100 Hart Ave. Athens, GA 30606 478-445-3516(W) craig.pascoe@gcsu.edu | Professor, Georgia College | Co. Comm. on 1/1/2013 | Dec. 31, 2017 |
| Ms. Julie Darnell, Treasurer 470 Cobb Street Athens, GA 30606 706-540-3088(H) juliedarnell@gmail.com | Fundraising Experience | Co. Comm. on 1/1/2012 | Dec. 31, 2016 |
| Ms. Diane Adams 450 W. Cloverhurst Ave. Athens, GA 30606 706-255-9200(C) dianea@bhhsblanton.com | Realtor | Co. Comm. on 1/1/2013 | Dec. 31, 2017 |
| Ms. Erin Boydston 425 Meigs St., Apt. 2 Athens, GA 30601 352-318-0602(C) erin.boydstun@gmail.com | Manager | Co. Comm. on 1/1/2013 | Dec. 31, 2017 |
| Mr. Sean Boyle 104 Buttonwood Loop Athens, GA 30605 706-543-5210(H) 706-310-6297(W) sean.boyle@ung.edu | Librarian, Technical Services, Gainesville College | Co. Comm. on 6/2/2010 | Dec. 31, 2019 |
| Ms. Theresa Cullen 731 Cobb Street Athens, GA 30606 706-549-0447(C) theresacullen@bellsouth.net | Retired Educator | Co. Comm. on 1/1/2014 | Dec. 31, 2019 |
| Ms. Linda Dodson 335 Beechwood Dr. Athens, GA 30606 706-540-5947(H) linda.dodson0626@gmail.com | Accountant | Co. Comm. on 1/1/2012 | Dec. 31, 2016 |

| | | | |
|---|---------------------------------------|---|---------------|
| Mr. John Gaither 105 Indian Lake Ct. Athens, GA 30605 706-206-3353(H) 706-542-6723(W) jgaither@gmail.com | WUGA-FM radio | Co. Comm. on 1/1/2006 | Dec. 31, 2015 |
| Ms. Janet Geddis 211 Best Drive Athens, GA 30606 706-410-3807 (C) avid.athens@gmail.com | Bookstore Owner | Co. Comm. on 1/1/2011 | Dec. 31, 2015 |
| Mr. Dennis Hopper 115 High Ridge Dr. Athens, GA 30606 706-548-3973(H) 706-340-1220(C) 4hops@charter.net | Retired, State of Georgia | Co. Comm. on 1/1/2014 | Dec. 31, 2018 |
| Ms. Linda Jones 580 Robert Hardeman Road Winterville, GA 30683 706-742-5765 lgjones83@yahoo.com | Retired Educator | <i>Winterville City Council in 8/12</i> | Dec. 31, 2016 |
| Mr. William Prokasy * 263 Woodlake Dr. Athens, GA 30606 706-354-6828(H) wfp@charter.net | Retired, UGA | Co. Comm. on 1/1/2010 | Dec. 31, 2019 |
| Mr. Shannon Thompson 190 New Haven Drive Athens, GA 30606-1928 706-255-2188(C) shan.thomps@gmail.com | School Media Specialist | Co. Comm. on 1/1/2015 | Dec. 31, 2019 |
| Mr. John Timmons * 305 High Ridge Dr. Athens, GA 30606 706-543-2358(H) 706-548-8668(W) john@classiccitylaw.com | Attorney | Co. Comm. on 1/1/2014 | Dec. 31, 2018 |
| Mr. David "Chip" Woods 248 Marion Drive Athens, GA 30606 706-363-0779(H) chip@athenstown.com | Technology Support, UGA Vet School | Co. Comm. on 1/1/2012 | Dec. 31, 2016 |

* Regional Board Member

4/14/2015

Friends of Athens-Clarke County Library
Board Member Roster

Class of 2015

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Cell 706-202-5568

ATHENS-CLARKE COUNTY LIBRARY BOARD
DRAFT AGENDA – April 14, 2015

Call to order.

Welcome of new ARLS Director, Valerie Bell

Review and Approve Minutes of January 13, 2015 meeting

Adopt Agenda.

Public Comment [3 minute limit]

Financial Report, FY15Q3 – Mamie Simonds, Business Manager

Committee Reports

- . Winterville – Linda Jones
- . Policy Committee – Heritage Room Policy Update (Trudi Green)
- . FOL Report – Wally Eberhard for Sean Boyle
- . Endowment Report – Diane Adams

Director's Report

New Business

- . Fire & Security Service/Maintenance Contracts

Announcements:

- . Family Fun Day – Saturday, May 23

Adjourn

Next Meeting July 14th at 4 p.m.

ATHENS-CLARKE COUNTY LIBRARY BOARD
DRAFT Minutes, January 13, 2015 Meeting
Athens-Clarke County Library Board Room

New Chairman Wally Eberhard called the meeting to order at 4:05 p.m. Trustees present were: Ms. Adams; Ms. Boydstun; Mr. Boyle; Ms. Cullen; Ms. Dodson; Mr. Gaither; Ms. Geddis; Mr. Prokasy; Mr. Timmons; Mr. Woods; Ms. Darnell; Mr. Pascoe. Mr. Hopper and Ms. Jones were absent. New member Mr. Shannon Thompson was in attendance. Staff members present were: Mrs. Ames; Ms. Brumby, Ms. Green, Ms. Simonds, and Ms. Ovington (who recorded the Minutes).

After the call to order, the Minutes of the October 14, 2014 meeting were reviewed and unanimously approved (Moved by Mr. Timmons and Seconded by Ms. Darnell). The Minutes of the November 24, 2014 Financial Committee meeting were reviewed and unanimously approved (Moved by Ms. Adams and Seconded by Ms. Dodson).

The Agenda was then adopted unanimously (Moved by Mr. Gaither and Seconded by Mr. Boyle). There was no Public Comment.

Staff Report:

Ms. Green handed out the results of the 2014 Patron Satisfaction Survey and discussed the positive results with the Board.

Financial Report:

Ms. Simonds reported that we are in the 2nd Quarter of Fiscal Year 2015 and should be at around 50% of the year's budget. Revenues were at 47.90% and expenditures were at 45.43%. Ms. Simonds stated that the utilities, specifically gas heat, may be cyclical and low for this time of year. Fines and fees are low (41.4%); however, Meeting Room income is higher than in the past (80.77%). The insurance comes due and will be paid in March of 2015. Ms. Simonds gave reports on the passport and Library Store funds. The passport account is now at \$424,568 and The Library Store is at \$145,126.21. The Library Store has a Certificate of Deposit that holds these funds until the Board determines how and when to spend them. She also included a list of outside grants for the region that totals \$434,552.

Committee Reports

- . Winterville – No report available as Ms. Jones was not in attendance.
- . Public Relations Committee – Mr. Eberhard reported that progress is being made on the honor roll plaques that will be created soon.
- . Book Action Committee – Mr. Boyle said his Committee met and recommends no change be made in the library's holding of the DVD to be reconsidered, Classic Detectives-Dragnet, nor to make any change in the shelving location of the DVD. Therefore, it will remain classified as an Adult DVD and will continue to be shelved in the Adult DVD collection section. The recommendation was then accepted unanimously by the Board (Moved by Mr. Timmons and Seconded by Mr. Pascoe). Patron who filed the request will be notified by mail.

. Friends of the ACC Library – Mr. Boyle reported the Spring Book Sale date is March 10-14, 2015. The event with Charlotte Marshall who edited *The Tangible Past* on the history of Athens, GA, on December 14th went well, as did the annual holiday gift-wrap fundraiser at Barnes & Noble Bookstore on December 13th.

. Policy Issues Committee – Mr. Pascoe is new Chair. No report submitted on the Heritage Room Policy update, so it will be included in the next meeting's Agenda.

Director's Report:

Mrs. Ames thanked the Board for the Retirement Reception at the Lyndon House, and Ms. Adams said a few words of gratitude for Mrs. Ames' longtime service and dedication. She will continue to work on a PT basis until March 4th—new Director Valerie Bell will begin on March 16th, with Ms. Green and Ms. Brumby filling in during the interim. Varsity Hot Dog Day at the State Capitol will be January 29th, all are encouraged to attend to advocate for libraries and for funding—status of the key elements of incoming funds and grants were discussed, with funding for Materials being the dire need, as well as a push for Bogart Library renovation funding. Georgia Health Insurance costs were discussed as an increase is again expected—TRS will also increase slightly. Recent retirees include Clare Auwarter, Laura Carter, and Diane Williams, and other turnover was relayed. Staff retention, retraining, and development of leadership skills she considers critical and are to be priorities. Legislators are continuing to hear about the libraries' oppositional stance on Gun Carry Laws; however, this year will not be a year to push for additional legislation. She has asked GPLS to provide training on making the effective "ask" of Commissioners and other funders. "1000 Books Before Kindergarten" is to be promoted, as well as focusing on welcoming and acclimating new Director Valerie Bell. Her handouts included Policies for Public Library State Grants Program, GPLS 12/2014, a list of legislators for all GPLS, and a relevant PLA article on how important libraries are. Also, former board member Svea Bogue will continue to be involved with the Endowment Fund and keep an eye on investments. Mrs. Ames then relayed that she recommends a request be made to the Board of Education regarding the old Gaines School Road Elementary School being transitioned into a Library Family Literacy Center, and she will talk to the Superintendent about it.

Ms. Cullen made a proposal that a letter be drafted and delivered to Hispanic families in the County, encouraging library membership and relaying that no background information is sought in the library card application process, no immigrant status checked. Mrs. Ames noted the demographic is growing, that PrimeTime programming continues to be a success, and that parents receive brochures at the start of Summer Reading Program in Spanish. Ms. Cullen will look into additional outreach possibilities.

No Unfinished Business

New Business

ACC FY16 Budget Request to Commission – Ms. Simonds presented the Athens-Clarke County Independent Agency Budget Request for Fiscal Year 2016. She explained that the Finance Committee met and decided to ask for \$114,997.47 from the Board of Commission or 6.14%. This would include the elimination of the transfer of reserve funds from passport revenues (\$51,662), a 3% increase for staff (\$35,197), the mandatory increase of Georgia Health Insurance (GHI) from \$843/month to \$943/month (\$26,000), an increase in utilities of 3% (\$5,813) as well as increase revenues of \$3,675. Having the document in hand, the Board approved the budget request unanimously (Moved by Mr. Prokasy and Seconded by Ms. Darnell).

Committee Appointments: Chairman Eberhard adjusted the current Committees and added new member Mr. Shannon Thompson to the Policy Issues and Publicity Committees. Board members received a list of all current Committees and members.

A list of Athens-Clarke County Library Board of Trustees meetings and times for calendar year 2015, as well as all Scheduled Closings, was distributed to the group.

Announcements:

Hot Dog Day: Jan. 29, 2015 - Georgia Council of Public Libraries, State Capitol.
Name Tags will be made.

The meeting was adjourned at 5:35 pm (moved by Mr. Prokasy, seconded by Ms. Adams).

Next Meeting is April 14, 2015, at 4:00 pm in the Athens-Clarke County Board Room.

DRAFT 04/06/2015 MFS

July 1, 2014 through March 31, 2015

| | <u>Amount</u> | <u>Received</u> | <u>Balance</u> | <u>Received</u> |
|---------------------------------|---------------------|---------------------|-------------------|-----------------|
| Athens-Clarke County Commission | 1,759,419.00 | 1,319,562.00 | 439,857.00 | 75.00% |
| City of Winterville | 18,000.00 | 9,000.00 | 9,000.00 | 50.00% |
| ACCL Fines and Fees | 70,000.00 | 53,802.21 | 16,197.79 | 76.86% |
| ACCL Copy Money | 25,000.00 | 23,837.20 | 1,162.80 | 95.35% |
| ACCL Meeting Room | 1,950.00 | 1,850.00 | 100.00 | 94.87% |
| Winterville Fines and Fees | 1,000.00 | 1,218.19 | (218.19) | 121.82% |
| Winterville Copy | 125.00 | 221.50 | (96.50) | 177.20% |
| Transfer from reserve | 51,662.00 | - | 51,662.00 | 0.00% |
| Interest | <u>6,000.00</u> | <u>3,721.21</u> | <u>2,278.79</u> | <u>62.02%</u> |
| Totals | <u>1,933,156.00</u> | <u>1,413,212.31</u> | <u>519,943.69</u> | <u>73.10%</u> |

| | | | | |
|-----------------------------|--------------|--------------|------------|---------|
| Outreach | 44,000.00 | 33,000.00 | 11,000.00 | 75.00% |
| Wages/Benefits | 1,522,102.50 | 1,074,915.35 | 447,187.15 | 70.62% |
| Workers Compensation | 6,500.00 | 6,500.00 | - | 100.00% |
| Equipment Repair and Maint. | 5,000.00 | 3,143.21 | 1,856.79 | 62.86% |
| Telephone | 14,000.00 | 8,297.99 | 5,702.01 | 59.27% |
| Postage | 5,000.00 | 2,050.00 | 2,950.00 | 41.00% |
| Travel | 2,500.00 | 393.51 | 2,106.49 | 15.74% |
| Advertising | 7,000.00 | 65.00 | 6,935.00 | 0.93% |
| Insurance | 5,000.00 | 4,982.21 | 17.79 | 99.64% |
| Supplies | 29,171.00 | 17,624.74 | 11,546.26 | 60.42% |
| Materials | 15,000.00 | 17,406.02 | (2,406.02) | 116.04% |
| Printing and Publicity | 3,700.00 | 2,191.25 | 1,508.75 | 59.22% |
| Equipment Purchase | 3,899.00 | 2,175.21 | 1,723.79 | 55.79% |
| Dues/Registration | 1,500.00 | 50.00 | 1,450.00 | 3.33% |
| Cleaning Service | 75,000.00 | 56,790.00 | 18,210.00 | 75.72% |
| Building Lease | | 4,950.00 | (4,950.00) | |
| Electricity | 158,575.00 | 124,343.00 | 34,232.00 | 78.41% |
| Gas Heat | 15,810.00 | 7,321.26 | 8,488.74 | 46.31% |
| Water, Sewer, Garbage* | 16,500.00 | 13,886.83 | 2,613.17 | 84.16% |
| Storm Water Drainage | 2,898.50 | 525.21 | 2,373.29 | 18.12% |
| | 1,933,156.00 | 1,347,610.79 | 585,545.21 | 69.71% |

| | | |
|------------------------------------|---|-----------|
| Revenues over (under) Expenditures | - | 65,601.52 |
|------------------------------------|---|-----------|

| | <u>Budget Amount</u> | <u>Amount Expended</u> | <u>Balance</u> | <u>% of Budget Received</u> |
|-----------------------|--------------------------|----------------------------|-------------------|---------------------------------|
| State Grants: | | | | |
| Personnel | 538,409.01 | 403,806.76 | 134,602.25 | 75.00% |
| Materials | 23,012.10 | 19,948.46 | 3,063.64 | 86.69% |
| System Services Grant | 104,475.44 | 78,356.58 | 26,118.86 | 75.00% |
| Talking Book Center | <u>124,620.00</u> | <u>97,833.15</u> | <u>26,786.85</u> | <u>78.51%</u> |
| | <u>790,516.55</u> | <u>599,944.95</u> | <u>190,571.60</u> | <u>75.89%</u> |

| | | | | |
|------------------|-------------------|-------------------|------------------|---------------|
| SPLOST MATERIALS | <u>130,000.00</u> | <u>114,709.67</u> | <u>15,290.33</u> | <u>88.24%</u> |
|------------------|-------------------|-------------------|------------------|---------------|

Fund Equity ("Reserve")

| | |
|-------------------------------------|---------------------|
| Fund Equity ("Reserve") at 07/01/14 | 459,153.67 |
| Vacation Liability | (116,725.21) |
| One Months Operating Expense | <u>(161,096.33)</u> |
| | <u>181,332.13</u> |

Other Entrepreneurial Activities

Passport Revenue and Expense Statement FY2015

Revenues

07/01/14-3/31/2015 42,820.00

Total Revenues 42,820.00

Expenditures

Supplies 259.54

Click and Ship Postage 2,035.21

Total Expenditures 2,294.75

Net Profit Current Year 40,525.25

| | |
|-------------------------------------|------------|
| Current Balance in Passport Account | 465,093.25 |
|-------------------------------------|------------|

Library Store Revenue and Expense Statement FY2015

Revenues

07/01/14-3/31/2015 9,623.07

Total Revenues 9,623.07

Expenditures

Supplies

Equipment

Dues and Registrations

Travel

Sales Tax 673.61

Library Store Cost of Goods 4,962.21

Total Expenditures 5,635.82

Net Profit Current Year 3,987.25

Balance in Library Store Account 149,113.21

Athens Regional Library Outside Grants FY14/15

| Grantor | Grant Description | Amount |
|---|--|-------------------|
| ACCL Endowment | ACCL Materials Grant | 25,000.00 |
| Athens Rotary Club | ACCL Materials | 680.00 |
| Athfest Music grant | New children's music grant | 1,200.00 |
| Better World Books | ACCL Gift Materials | 5,700.88 |
| Bogart City Materials Grant | Bogart Materials | 10,000.00 |
| E-Rate | ARLS Educational Discount on all telephone | 11,518.00 |
| State Technology Broadband Initiative | Broadband for ARLS | 65,000.00 |
| Friends of the Athens-Clarke County Library | ACCL Wish List | 23,000.00 |
| Friends of the Lavonia Library | Lavonia Materials | 3,832.12 |
| Friends of the Madison County Library | Madison County Wishlist | 1,215.00 |
| Friends of the Royston Library | Royston Materials | 2,079.00 |
| Friends Staff Development Day | funds for Staff Development Day | 800.00 |
| Institute of Museum and Library Science | ACCL Baby Boomers Technology Grant Year | 160,035.00 |
| LSTA PRIME TIME year 2 | Hispanic Program | 11,250.00 |
| Oconee County Friends of the Library | Watkinsville Materials | 26,433.47 |
| Oglethorpe County Friends of the Library | Oglethorpe County Materials | 3,681.21 |
| State Major and Renovation Grant | Royston, Oglethorpe and ACCL | 63,828.00 |
| Plumb Creek Foundation | ACCL Summer Reading Club | 750.00 |
| State of Georgia Financing Commission | Lavonia Grant | 13,750.00 |
| Summer Reading Club Local Donations | Summer Reading Club | 4,800.00 |
| TOTAL | | 434,552.68 |

Athens-Clarke County Library Heritage Room Policy

Statement of Purpose

The Heritage Room is a special collections unit of the Athens-Clarke County Library which collects, preserves, organizes, and makes available on a limited basis materials for the purpose of research and/or preservation covering the Athens area, the state of Georgia, and the Southeastern United States. As one of Georgia's larger publicly accessible and non-membership genealogy and local history collections, the Heritage Room is a regional resource. The Heritage Room seeks to serve students of all ages and experience levels in their research into southern, Georgia, and local area history and genealogy.

The Heritage Room maintains three arms of service: reference and research, archives, and programming. Together, these arms support the Athens-Clarke County Library's mission to provide information and resources which address the needs of the community, foster enjoyment and a love of reading, and provide a repository of the history and culture of Athens-Clarke County.

The Heritage Room maintains a variety of textual and microform primary source records, a non-circulating library of secondary sources, and a broad array of web-accessible research databases for the study of genealogy and local history. The Heritage Room staff serves the public on-site as well as remotely through email, mail, telephone and fax inquiries.

The Heritage Room Archives preserve and make available unique records of enduring value related specifically to the history of Clarke County's individuals, families, organizations, institutions, and select local government agencies. It also serves as the central repository for the permanent retention of the archival records of the Athens Regional Library System and its branches. The Heritage Room Archives seek to document the lived experiences of ordinary Athenians for the purposes of genealogical and historical research. These primary sources include not only textual and special media records—such as maps, photographs, sound recordings, and moving images—but also art and artifacts, rare book collections, manuscripts, architectural drawings, and textiles. Heritage Room staff assists patrons on-site in the Heritage Reading Room, and makes collections web-accessible through finding aids, digital exhibits, and online search tools.

Heritage Room programming serves the public through book discussions and readings, exhibitions, lectures, seminars, tours, webinars and workshops. Through its cultural and educational programming, the Heritage Room helps interpret and highlight its rich collections and provides outreach to the general public.

Acquisitions/Collection Development

Selections Criteria

Materials suitable for the Heritage Room collection must have relevance to Athens-Clarke County (or the distinct City of Athens and Clarke County prior to unification), the state of Georgia, the migration trails into and out of Georgia, and/or the South.

The subject areas include, but are not limited to:

- Business, economic, social, cultural, educational, natural, and transportation history;
- Government and politics, including settlement of the region and armed conflict;
- Geology, archaeology, and geography, and their effects on the history and development of the region.

The "South" is generally defined as the eleven states that seceded from the Union in 1860-1861: South Carolina, Mississippi, Florida, Alabama, Georgia, Louisiana, Texas, Arkansas, North Carolina, Virginia, and Tennessee. After Georgia, these states are given the most emphasis within the Heritage Room collection. Certain Border States (i.e. Kentucky, Maryland, and Missouri) are collected less extensively due to their role in the migration periods both in the early part of American history and surrounding the period of the Civil War.

Some Northeastern and Mid-Atlantic states are also collected to cover the colonial and southern migration trails to Georgia and the rest of the South, as are materials about other parts of the United States when the subjects relate to Georgia and/or the South.

High priority subjects for collection include but are not limited to the following topics, listed in no particular order:

- The indigenous peoples who originally settled and lived in the area, with particular emphasis on the territory disputes between the Cherokee and the Creek Indians and Native American genealogy;
- The key position of Georgia in the southern migration and settlement of North America spanning from the Colonial period through the American Revolution and into the early Federal period;
- The important roles played by many citizens and industries of Clarke County during the Civil War;
- Southeastern African-American history, culture, economics, geography, and education to reflect the historically large percentage of African-Americans in the local population.

Acquisitions

Materials will be collected through purchase, gift, or trade from individuals, businesses, and institutions. The Heritage Room Librarian/Archivist reserves the right to refer or reject gift or trade materials of questionable value to the collection.

Additions to the Heritage Room collection will be evaluated based on the criteria listed in the Athens-Clarke County Library System's *Resource Collections Management Policy* as well as the following selection criteria:

- Permanent value to the collection;
- Relevance of the item to the existing collection;
- Physical characteristics of the item (i.e. size or storage requirements);
- Relative importance in comparison to other works on the same subject.

Materials in a variety of formats are suitable for inclusion in the Heritage Room collection. However, due to limited space, memorabilia, ephemera, published works of fiction, and collections will be purchased or accepted as donations on a limited basis.

Heritage Room staff will regularly and publically solicit donations of records, scrapbooks, and other materials from local businesses, clubs, societies, organizations, local schools, etc. in an effort to preserve the history of Athens and Clarke County. The Heritage Room actively attempts to acquire selected local government publications of the Unified Government of Athens-Clarke County, the formerly distinct governments of the City of Athens and Clarke County, the city of Winterville, and their departments.

Donations

All donations and gifts will be evaluated using the same criteria as materials selected for purchase. The Heritage Room will accept donations and gifts with the understanding that it may use them in accordance with its policies and dispose of them as it sees fit.

Items typically accepted as donations but not purchased include but are not limited to:

- Family histories and surname society publications;
- Family records and papers;
- Yearbooks from local schools, colleges, and universities;
- Annuals, minute books, docket books, financial ledgers, and other organizational or business records or papers for local garden, civic, study clubs.

Patrons wishing to donate bibles and copies of bible records will be referred to area genealogical or lineage society for preservation and/or publication.

Patrons wishing to claim tax deductions for donations made to the Heritage Room must have their item(s) or collection(s) appraised at their own expense prior to making their donation. A completed Deed of Gift form must accompany all donations.

Athens Authors Shelf

The Athens Authors Shelf is a non-circulating book collection located in the Heritage Room and includes items not previously addressed in the *Acquisitions/Collections Development* section of this document. Additions to the collection must be made by donation from the author, who must meet one of the following qualifications:

- Born in Athens-Clarke County; or
- Lived in Athens-Clarke County for at least ten years; or
- Wrote the book while living in Athens-Clarke County.

Books published to fulfill the requirement for an advanced university degree are not eligible. No public funds are to be used to acquire books for the Athens Authors Shelf.

Items Placed in Custody of the Heritage Room

Under exceptional circumstances and with the approval of the Heritage Room Librarian/Archivist, in consultation with the Library Director, materials not owned by the Heritage Room may be kept in the collection for research or other purposes. Such items will require a completed Deed of Deposit form granting permission by the owning entity to allow the Heritage Room to have physical possession of the item(s) on a temporary basis while the owning entity retains ownership and copyright.

Materials Review Policy and Procedures

Patrons who request the reconsideration of materials in the Heritage Room should follow the procedures outlined in the *Challenged Materials* section of the Athens-Clarke County Library policy.

Collection Maintenance

In general, the Heritage Room follows the practices outlined in the *Collection Maintenance* section of the Athens Regional Library System's *Resources Collections Management Policy*. Most materials in the Heritage Room are collected or accepted for permanent retention, so the collection is typically not weeded.

Deaccessioning is the process of removing permanently from the archival collections accessioned materials that are duplicated, fail to meet collection criteria or are otherwise inappropriate to the collection. The deaccessioning process shall be cautious, deliberate and completed with the utmost integrity.

Heritage Room resources are weeded or deaccessioned from the collection if content, condition, or lack of patron demand limits further use. With the removal of an item from its collection, the Heritage Room will do its utmost to secure a new home for the deaccessioned material, and reserves the right to sell discarded resources to benefit the Heritage Room or to otherwise dispose of items no longer suitable for its collections.

Items dating from 1865 and earlier or items appraised at a value of \$2,500 or greater must be presented to the Board for approval prior to being weeded or deaccessioned.

Access

Patrons must register with the Heritage Room upon their initial visit, and sign in and out of the room on all subsequent visits. A PINES card is not required to use the Heritage Room. Patrons are allowed to bring laptop computers, tablet computers, and personal scanners into the Heritage Room. As long as a flash is not used, digital cameras and cell phone cameras are also permitted.

Patrons in the Heritage Room have access to the books, periodicals, microforms, vertical file records, and databases available.

The Heritage Room collection includes materials in a variety of formats and therefore provides the technology and software necessary to access these formats, including but not limited to computers with database access, VHS players, compact disc and cassette tape players, slide carousels and projectors, microform readers, printers, photocopiers, and scanners. Due to the limited availability of equipment and high demand for their use, the Library reserves the right to limit individual equipment sessions. Internet access in the Heritage Room is for genealogical and/or historical research only. Abuse of this privilege may result in removal from the Heritage Room and possibly the Athens-Clarke County Library.

Registered Heritage Room patrons who wish to access materials held in the Vault must fill out both a Vault Materials Use form and a Call Slip for each item they request. Requests must be made at least 24 hours in advance. Materials will be brought into the Heritage Reading Room for the patron to access.

Security

Due to the nature of the Heritage Room collection, essential security restrictions are in place. Materials from the Heritage Room collection may only be accessed during hours the Heritage Room is open and staffed. Heritage Room books will bear a distinguishing "GR"—for "Georgia Room"—before the call number. The collection does not circulate.

Patrons are required to leave any bags and other personal belongings in the lockers near the entrance to the Heritage Room. Lockers are provided as a courtesy to Heritage Room patrons only, and should be emptied at the conclusion of the patron's visit. Items may not be stored in lockers overnight. Heritage Room lockers will be regularly checked, and personal items left at the end of the day will be moved to Lost & Found or disposed of as necessary.

If materials belonging to the Heritage Room cannot be located in either the Heritage Room or Athens-Clarke County Library building, and it is determined they have not been misfiled or misplaced, the Heritage Room Librarian/Archivist or the Director of the Athens-Clarke County Library will notify the Athens-Clarke County Police Department.

Access to the Vault is by key and only regularly scheduled, trained Heritage Room staff, the Heritage Room Librarian/Archivist, the Information Services Manager, the Director of the Athens-Clarke County Library, and the Athens-Clarke County Library Administrative Assistant have access to the key for the Vault. A box-level inventory of the Vault will be conducted annually.

Research Requests

Research requests are defined as any questions requiring that are not ready reference, including but not limited to multi-part questions and those involving vague or uncertain information. Patrons making such requests will be charged a research fee. Written research requests received via mail, fax, or email will be answered as time permits at the rates listed in the *Fines/Fees Schedule* of the Athens-Clarke County Library Policy Manual. Research fees are non-refundable. Due to the specialized nature of research requests, all requests must be made in writing. Patrons who phone with research requests will be provided with the Library's email and/or mailing address to submit their questions in writing.

The results of each commissioned research request will include at least one of the following: (1) up to 12 photocopies for most orders with a citation of the source, or (2) a report of the search, indicating all sources searched if no information is located, or (3) when applicable, a listing of suggested sources for additional research.

Ready reference questions will be answered by phone, in person, or by email at no charge.

The Heritage Room staff welcomes and encourages all patrons to use the collection while also acknowledging limitations to collection availability and staff time. An effort will be made to teach patrons to use the collection and provide self-help materials such as indexes, finding aids, software and hardware instructions, and information about courses, programs, organizations,

or individuals specializing in relevant areas of study.

Loans

Materials may not be removed from the Heritage Room without the authorization of the Heritage Room Librarian/Archivist, the Assistant Director, or the Director. Materials may be made available for Interlibrary Loan with an "In-Library Use Only" stipulation at the discretion of the Heritage Room Librarian/Archivist. Fragile materials will not be loaned due to risk of further deterioration.

Special permission may be granted by the Heritage Room Librarian/Archivist or the Director of the Athens-Clarke County Library for Heritage Room materials to be used by another institution for exhibition or other purposes. A written loan agreement defining the terms of the loan will be signed by the two organizations prior to the removal of any materials from the Heritage Room.

Facilities

The Heritage Meeting Room is available to the public with a reservation during the hours the Heritage Room is open. Please see the *Public Use of Meeting Rooms Policy* for more information.

The Heritage Room Vault contains rare, original, fragile, and/or valuable processed materials. Items are stored in the Vault at the discretion of the Heritage Room Librarian/Archivist or the Director of the Athens-Clarke County Library.

The Heritage Storage Room is for accessioned materials awaiting processing. The Heritage Workroom is for the processing of materials from the Storage Room so they can be added to the Vault. Access to the both rooms is for authorized staff and volunteers only, and these rooms will remain locked at all times.

Reproduction and Use

Permission to Publish

The Heritage Room is committed to supporting research, teaching, scholarship, publication, and artistic production involving use of the Library's special collections materials. To remove barriers to such uses, it is not necessary to seek the Library's permission as the owner of the physical work to publish or otherwise use *public domain materials* from the Heritage Room. This applies whether the use is non-commercial or commercial.

Requests for permission to publish from the small number of collections for which the Athens-

Clarke County Library does own copyright must be in writing and include a full description of the material to be published, citation of where and in what format the material will be published, and any relevant details to the publication. Permission is granted for one use only and is not transferrable to any other person, organization, or entity. Additional uses require additional written requests, and will be considered separately.

Requests for permission to publish should be addressed to:

Heritage Room Librarian
Athens-Clarke County Library
2025 Baxter Street
Athens, Georgia 30606

The Heritage Room Librarian/Archivist reserves the right to refuse to accept a permission to publish request if, in his/her judgment, fulfillment of the request would constitute a violation of copyright law. Further, some library donors have placed restrictions on the use of Heritage Room materials that must be honored. The Heritage Room cannot grant permissions requests for printed works that are still under copyright protection. Similarly, we cannot grant permissions requests for archival or manuscript collections for which we do not hold copyright. It is the sole responsibility of the user or recipient of copies of Heritage Room materials to investigate the copyright status of any given work and to seek and obtain permission where needed prior to any distribution or publication. If the text or image in question is under copyright, permission to publish must be sought from the owners of the rights, typically the creator or the heirs to his or her estate unless covered by the principle of "fair use." Copyright law protects unpublished as well as published materials.

Any use of Heritage Room images or materials is subject to the user or recipient's agreement to indemnify and hold harmless the Athens-Clarke County Library, its officers, employees and agents from and against all suits, claims, actions and expenses. By using these materials, the patron agrees to these responsibilities, including the noted legal protections of the Athens-Clarke County Library. Failure to abide by copyright law or provide proper credit is grounds for the permanent denial of access to the Heritage Room collection of the Athens-Clarke County Library.

How to Cite

The Heritage Room must always be cited as the source of text or images when published or otherwise distributed. In general, Heritage Room materials should be cited as:

Collection name, box #, folder #, Courtesy of the Heritage Room,
Athens-Clarke County Library, Athens, Georgia

Please contact the Heritage Room if questions arise concerning the proper citation or description of materials.

Requesting Reproductions/Duplications

It is possible to request photocopies, microfilm and digital images of Heritage Room materials. The copyright law of the United States (Title 17, United States Code) governs the making of photocopies or other reproductions of copyrighted material. Under certain conditions specified in the law, libraries and archives are authorized to furnish a photocopy or other reproduction. One of these specified conditions is that the photocopy or reproduction is not to be "used for any purpose other than private study, scholarship, or research." Reproductions may not be made for or donated to other repositories. If a user makes a request for, or later uses, a photocopy or reproduction for purposes in excess of "fair use," that user may be liable for copyright infringement.

The Heritage Room will consider requests for limited reproduction of materials when copying meets all of the criteria:

- can be done without injury to the material
- does not violate donor agreements
- conforms to copyright law

Reproduction requests must be made in advance using the form provided. A flat fee payable to the Athens-Clarke County Heritage Room, plus the costs of reproduction as determined by the needs of the patron, is due upon reproduction request. See the *Athens-Clarke County Library Fines/Fees Schedule* for more information.

Any fees or other charges associated with the reproduction of illustrative, photographic, or audio materials do not in any way constitute the sale of these images, files, content or their copyrights. Permission to examine materials or to obtain copies does not imply the right to publish or reproduce them, in whole or in part. All rights are retained by the Heritage Room and/or the copyright holder. If copy negatives are made in the reproduction process, all such negatives shall become the property of the Heritage Room of the Athens-Clarke County Library.

Collection Care

Preservation

In an effort to preserve materials in the condition in which they are received, the Heritage Room Vault and Storage Rooms will have an independently adjustable and monitored temperature and humidity controlled environment. As funds are available, archival storage containers will be purchased and used. Heritage Room staff will clean and repair materials that are the property of the Athens-Clarke County Library using standard preservation procedures.

Conservation

Heritage Room materials that require conservation and/or restoration will be sent to professionals as funds are available. A priority list of items needing attention and the prescribed treatment needed will be maintained. Where necessary, Heritage Room staff will provide patrons with duplicates or digital surrogates of fragile or valuable original materials.

Insurance and Appraisal

Items that are rare, valuable, or difficult and/or expensive to replace may require insurance. Important donated materials should be appraised by the donor before donation to the Heritage Room. If no appraisal was completed, an expert approved by the Athens-Clarke County Library's insurance company will provide the evaluation.

Some items may increase in value over time and require reappraisal. This need will be evaluated at the time of the annual inventory, with the Heritage Room Librarian/Archivist making recommendations for the reappraisal of certain items in the collection as warranted.

12 Sep 2008

10 February 2012

June 2014

August 2014

September 2014

October 2014

March 2015

Friends of the Athens-Clarke County Library Report
April 14, 2015

Old Business:

Friends' recent book sale was a record-setting success. After expenses the book sale brought in *over \$23,000!* The Friends Board is currently planning for a Summer sale in August. Exact dates are TBD.

New/Upcoming events:

- Working with Hugh Acheson to get a Café Au Libris event with him at the Library. Date TBD
- Sponsoring dress rehearsal evening of Town and Gown's "Man of la Mancha" on Thursday, June 4th. Tickets will be on sale at The Library Store and all proceeds will benefit Friends of the Library.
- Friends will help with opening reception of the Dust Bowl Exhibit on Wed, April 29th and the related Go Green Day of Sat, May 2nd.

Online at: www.mymerrill.com

Account Number: 712-02337

24-Hour Assistance: (800) MERRILL

ATHENS-CLARKE COUNTY LIBRARY
ENDOWMENT FUND, INC
ATTN KATHRYN AMES
2025 BAXTER ST
ATHENS GA 30606-6331

Net Portfolio Value: **\$1,117,594.55**

Your Financial Advisor:
FRIERSON PARKER GROUP
P.O. BOX 1648
ATHENS GA 30603
1-800-388-2855

EMA[®] ACCOUNT

This account is enrolled in the Merrill Lynch Personal AdvisorSM Program

February 28, 2015 - March 31, 2015

| ASSETS | March 31 | February 27 |
|----------------------------|-----------------------|-----------------------|
| Cash/Money Accounts | 48,739.29 | 44,302.27 |
| Fixed Income | 269,551.15 | 269,102.40 |
| Equities | 589,092.58 | 590,954.56 |
| Mutual Funds | 209,212.12 | 212,665.65 |
| Options | - | - |
| Other | - | - |
| Subtotal (Long Portfolio) | 1,116,595.14 | 1,117,024.88 |
| Estimated Accrued Interest | 999.41 | 736.40 |
| TOTAL ASSETS | \$1,117,594.55 | \$1,117,761.28 |
| LIABILITIES | | |
| Debit Balance | - | - |
| Short Market Value | - | - |
| TOTAL LIABILITIES | - | - |
| NET PORTFOLIO VALUE | \$1,117,594.55 | \$1,117,761.28 |

| CASH FLOW | This Statement | Year to Date |
|------------------------------------|--------------------|---------------------|
| Opening Cash/Money Accounts | \$44,302.27 | |
| CREDITS | | |
| Funds Received | - | - |
| Electronic Transfers | - | - |
| Other Credits | - | - |
| Subtotal | - | - |
| DEBITS | | |
| Electronic Transfers | - | - |
| Margin Interest Charged | - | - |
| Other Debits | - | (2,630.32) |
| Visa Purchases (debits) | - | - |
| ATM/Cash Advances | - | - |
| Checks Written/Bill Payment | - | - |
| Subtotal | - | (2,630.32) |
| Net Cash Flow | - | (\$2,630.32) |
| Dividends/Interest Income | 4,901.49 | 10,397.08 |
| Dividend Reinvestments | (484.47) | (1,000.55) |
| Security Purchases/Debits | - | (60,462.11) |
| Security Sales/Credits | - | 93,890.42 |
| Closing Cash/Money Accounts | \$48,739.29 | |
| Securities You Transferred In/Out | - | - |

Merrill Lynch Wealth Management makes available products and services offered by Merrill Lynch, Pierce, Fenner & Smith Incorporated (MLPF&S) and other subsidiaries of Bank of America Corporation. MLPF&S is a registered broker-dealer, Member Securities Investor Protection Corporation (SIPC) and a wholly owned subsidiary of Bank of America Corporation. Investment products: **Are Not FDIC Insured** **Are Not Bank Guaranteed** **May Lose Value**



ATHENS-CLARKE COUNTY LIBRARY
BOARD MEETING
April 14, 2015
DIRECTOR'S REPORT

I have begun to settle in quite nicely. Today is the 10th workday that I have been "on the job" and I am enjoying it very much.

Programs:

There are a number of really excellent programs being held at ACCL in the next few weeks:

The next **Reflecting, Sharing, Learning (RSL)** program at the library features an old friend and is sure to be a favorite. ***The Silk Road: The Art of Margaret Agner*** will take place on April 23 at 7:00 pm in Multipurpose Room A, and in the Quiet Gallery. Margaret will begin by giving a slide talk on her own work and on her silk painting process, followed by a live demonstration of how she makes her artwork. There will be a reception afterwards, and the exhibition of her work (including several new previously unseen pieces) will take place in the upstairs Quiet Gallery.

RSL Coordinator Van Burns continues to work to provide area residents with programs and activities to excite their educational and cultural interests. A more complete report by Van is attached.

ACCL received a grant from the American Library Association (ALA) for a traveling exhibit entitled **"Dust, Drought and Dreams Gone Awry"**. Only a few libraries in the country are hosting this exhibit, so it's rather prestigious. A number of ACCL staff have worked very hard on this exhibit and we do hope that many of you will be able to see it. The opening reception will be held on **April 29 at 7:00pm**. The grant was successfully written and the events planned by Tammy Gerson, from the Information Services Department.

Beyond Ferguson: A Community Empowerment Summit will be held on Saturday, April 25 from 9:30am-5:30pm. Beyond Ferguson: A Community Empowerment Summit is a free one day summit that will include an activist fair, book discussion, keynote address, concert and workshops regarding individual rights, positive self-image, economic inequality, community policing, participation in local government, coalition building across oppressed communities and much more.

What I find exciting about this event is the number of community partnerships the library has made. 29 different groups are working in conjunction with the library to provide this forum.

The Library celebrated its 102 birthday on Saturday April 11 with a puppet show and **birthday party** for children. Jonathan Dolce, the Youth Services Coordinator and his team planned a wonderful event with over 150 children and adults attending.

A complete listing of upcoming events has been prepared by our Public Relations Specialist, Rhiannon Eades.

Staff News:

Beth A. Whitlock, Information Services Librarian at the Athens-Clarke County Library, was awarded the Carroll Hart Scholarship from the Society of Georgia Archivists in order to attend the Georgia Archives Institute in June, 2015. The purpose of the scholarship is to enhance archival education and membership. The scholarship is named for Carroll Hart, former director of the Georgia Department of Archives and History, founding member of the Society of Georgia Archivists, and founder of the Georgia Archives Institute. The scholarship will cover an amount equal to the noncredit tuition for the Institute but not to exceed \$500, and a year's membership in the Society of Georgia Archivists. The Georgia Archives Institute ten-day program includes one day of preservation and area archival institutions contribute to the success of the program by providing three-day internships for Institute students. Part of Ms. Whitlock's duties involve working in the Heritage Room at the ACCL.

Meetings:

- I have a meeting scheduled with Pat Herndon, who is the State Coordinator of the **Georgia Libraries for Accessible Statewide Services (GLASS)**, tomorrow Wednesday 4/15. We will discuss the future of the cooperative relationship with the TBBC and Athens Regional.
- I will be meeting with the Endowment Board on Wednesday 4/18.
- I will be attending the Georgia Public Library Service (GPLS) "Bootcamp for New Director's" from 4/16 – 4/18.
- I am scheduled to attend the GPLS Library Director's meeting on 4/29 – 5/1.
- I am planning to attend the American Library Association's National Conference from June 25, 2015 – June 30, 2015.
- I have met with five Library Board's (counting you all), and have meetings scheduled with the remaining Library Board's later this week.
- I met with the ACCL Friends Board last Tuesday 4/7/15
- I've met with Kathryn Ames twice.

Valerie Bell
Library Director

The next RSL program at the library features an old friend and is sure to be a favorite. The Silk Road: The Art of Margaret Agner will take place on April 23 at 7:00 pm in Multipurpose Room A, and in the Quiet Gallery. Margaret will begin by giving a slide talk on her own work and on her silk painting process, followed by a live demonstration of how she makes her artwork. There will be a reception afterwards, and the exhibition of her work (including several new previously unseen pieces) will take place in the upstairs Quiet Gallery. Make plans now to attend - advance registration is not required. The Silk Road is free and open to the public, and if you can't make it in person, will be webcast live at www.RSLathens.org.

There are several new videos available for viewing at www.RSLathens.org. Our March program, Mulling It Over: Thoughts on Chicken Mull, Preservation, and Saving Athens One Bite at a Time is just up, and features Jordan Shoemaker. She speaks about Intangible Preservation - saving our collective heritage that wasn't built with bricks & mortar - and ties it up with some astute observations on Athens' foodways, particularly chicken mull. The audience for this program had a keen interest in the subject and the question and answer session lasted almost as long as the talk. Afterwards, the Butt Hutt and Iris Place provided delicious chicken mull refreshments.

There are FIVE new videos, all recorded last summer, that are in our Childhood Memories section and linked on our front page at www.RSLathens.org. These were done for Piedmont College and Children First, a not-for-profit organization based here in Athens dedicated to promoting safe homes for children in times of family crisis. Board member Mary Kay Mitchell brought this project to us and does all the interviewing; you'll see well-known Athenians talking about their growing-up years: Barbara Dooley, radio talk show host and wife of Coach Vince Dooley; Lee Epting of Epting Events; Victor Wilson, Vice President of Student Affairs at UGA; Charlie Upchurch of Upchurch Realty; and Jane Kidd, former Georgia State Representative.

The exhibition Dressing Up: A Gimlet-Eyed Look at Fashion from a Century Ago ended on April 13 after a great seven-week run in the Heritage Room and the Quiet Gallery. Our sincere thanks to Beverly Bourgeois (Ritzy Rags) and Karen Fisher (Antiques & Jewels) for lending us their fantastic collections for awhile.

Van Bunn
RSL Adult Programming
Coordinator

"Dust, Drought, and Dreams Gone Dry," a national traveling exhibition about the causes and aftermath of the historic Dust Bowl period, will be on display at Athens-Clarke County Library from April 29 to June 26, 2015. The exhibition recalls a tragic period in our history — the drought and dust storms that wreaked havoc on the Great Plains in the 1930s — and explores its environmental and cultural consequences. It raises several thought-provoking questions: What caused fertile farms to turn to dust? How did people survive? What lessons can we learn? "The Dust Bowl was one of the worst man-made ecological disasters in American history.

"Dust, Drought, and Dreams Gone Dry" will be accompanied by a series of free library programs, including lectures and film screenings. The exhibition and programs feature several overlapping humanities themes: the nature of the connection between humans and nature; the many ways human beings respond to adversity; and how people came to understand and to describe their experiences living through the Dust Bowl.

Join us on Saturday, May 2, 2015 at we celebrate Go! Green Day @ Your Library, a day for families to learn about sustainability and conservation.

The exhibition was organized by the American Library Association Public Programs Office, the Oklahoma State University Library, and the Mount Holyoke College Library. It was made possible in part by a major grant from the National Endowment for the Humanities: Exploring the Human Endeavor. Athens-Clarke County Library is located at 2025 Baxter Street. The exhibition is free and open to the public. For information and a schedule of events, visit athenslibrary.org or contact Tammy Gerson at 706-613-3650.



Migrant grandmother and sick baby, Arizona, 1940, Dorothea Lange, photographer

Courtesy of the National Archives and Records Administration

Dust, Drought and Dreams Gone Dry was developed by the American Library Association Public Programs Office in collaboration with the libraries of Oklahoma State University and Mount Holyoke College. The exhibition and tour were made possible in part by a grant from the National Endowment for the Humanities: Exploring the human endeavor.



Contact: Rhiannon Eades
Public Relations Specialist
Athens-Clarke County Library
Phone: (706) 613-3650, ext. 336
E-mail: reades@athenslibrary.org
<http://www.athenslibrary.org/athens>

FOR IMMEDIATE RELEASE
April 9, 2015

Dust, Drought and Dreams Gone Dry: Athens-Clarke County Library to host Dust Bowl exhibit

ATHENS, Ga. – The Athens-Clarke County Library is pleased to *host Dust, Drought and Dreams Gone Dry*, a traveling exhibit exploring the legacy of America's greatest ecological disaster, the Dust Bowl of the 1930s.

The exhibition recalls a tragic period in our history -- the drought and dust storms that wreaked havoc on the Great Plains in the 1930s -- and explores its environmental and cultural consequences. It raises several thought-provoking questions: What caused fertile farms to turn to dust? How did people survive? What lessons can we learn? The Dust Bowl was one of the worst man-made ecological disasters in American history.

Dust, Drought and Dreams Gone Dry will be accompanied by a series of free library programs, including lectures, film screenings, a play and even a sustainability fair. The exhibition and programs feature several overlapping humanities themes: the nature of the connection between humans and nature; the many ways human beings respond to adversity; and how people came to understand and to describe their experiences living through the Dust Bowl.

An official opening of the exhibit will take place on Wednesday, April 29, at 6:30 p.m. on the library's second floor. At 7:00 p.m., Dr. Forrest Stegelin, University of Georgia Associate Professor in Agriculture and Applied Economics, will give the keynote address, "How the Dust Bowl Led to a Deepening of the Depression" in the library's Appleton Auditorium. A reception hosted by the Friends of Athens-Clarke County Library will follow the lecture.

The exhibit will be open to the public from Wednesday, April 29, through Friday, June 26, and will be located on the library's second floor.

Dust, Drought and Dreams Gone Dry was developed by the American Library Association Public Programs Office in collaboration with the libraries of Oklahoma State University and Mount Holyoke College. The exhibition and tour were made possible in part by a grant from the National Endowment for the Humanities: Exploring the human endeavor.

For more information please call (706) 613-3650 or visit www.athenslibrary.org/athens. The library is located at 2025 Baxter Street, Athens.

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Customer:
Athens-Clarke County Library
Date: 14-APR-15
Proposal #:400677
Term:01-APR-15 to 31-MAR-20

Billing Customer:
Athens-Clarke County Library
2025 Baxter St
ATHENS, GA 30606-6331

Service Location:
Athens-Clarke County Library
2025 Baxter St
ATHENS, GA 30606-6331

SimplexGrinnell
Sales Representative:
ZACHARIA ELROD
3980 Dekalb Technology Pkwy, Ste 640
ATLANTA, GA 30340
ZElrod@simplexgrinnell.com

INVESTMENT SUMMARY

(Excludes applicable Sales Tax • Service Solution Valid for 45 Days)

| SERVICE/PRODUCT DESCRIPTION | QUANTITY | FREQUENCY | INVESTMENT |
|--|----------|-----------|------------|
| Recurring Annual Investment | | | |
| Fire Alarm Test & Inspect - Parts and Labor (Panel & Peripherals) | | | |
| SIMPLEX 4100ES FIRE ALARM PANEL | | | |
| Main Fire Alarm Panel | 1 | Annual | |
| Fire Alarm Battery (each) | 2 | Annual | |
| Annunciator | 1 | Annual | |
| Smoke Sensor Addressable | 33 | Annual | |
| Heat Detector Restorable | 3 | Annual | |
| Duct Sensor Addressable | 9 | Annual | |
| Pull Station | 11 | Annual | |
| Audio-Visual Unit Addressable | 140 | Annual | |
| Elevator Recall | 1 | Annual | |
| Remote Power Supply/NAC Extender | 2 | Annual | |

Total Recurring Annual Investment:

\$4,100.00

SUMMARY OF SERVICES**Fire Alarm Test & Inspect - Parts and Labor (Panel & Peripherals) - SIMPLEX 4100ES
FIRE ALARM PANEL****FIRE ALARM PANEL AND PERIPHERAL COMPONENT REPLACEMENT FOR FIRE ALARM SYSTEMS:**

The Platinum Plan covers component replacement on the central processing unit, including reprogramming of system due to failure, replacement of circuit boards, and all components in the control panels, annunciator panels, transponders, printers, keyboards monitors, and peripheral devices (smoke detectors, pull stations, audible/ visible units, door contacts, etc.) associated with system. Replacement of the entire fire alarm panel, batteries, faulty wiring and/or ground faults are not covered.

TEST AND INSPECTION OVERVIEW:

Our trained technicians will perform inspections and diagnostic tests for the accessible peripheral devices listed and currently connected to the facility fire alarm system. Tests will be scheduled in advance. (See "List of Equipment" page for equipment to be tested.)

DOCUMENTATION:

Accessible components and devices logged for:

- Location of each device tested, including system address or zone location
- Test results and applicable voltage readings
- Any discrepancies found noted (individually and on a separate summary page)

Inspection documentation provided to Customer's rep. NOTE: Certain additional services may be required by the respective Authority Having Jurisdiction (AHJ). AHJ or internal organizational requirements may be more restrictive than state/provincial requirements. The Building owners and managers should make themselves aware of applicable codes and references in order to ensure that contracted services fulfill requirements.

TrueInsight Remote Service

SimplexGrinnell will provide, TrueInsight® ("Remote Services") an internet based remote diagnostic capability available for Simplex Model 4100U, 4100ES or 4010ES fire alarm control panels

Emergency Service (Normal Working Hours)

Emergency Service (Provided during normal working hours, Monday-Friday excluding SimplexGrinnell holidays). This service includes labor, travel, and mileage charges for repairs associated with normal wear and tear. Standard service will be provided within 24 hours of notification Monday through Friday, excluding SimplexGrinnell holidays, unless outlined in the agreement.

SERVICE COVERAGE:

Silver Service Plan - Labor charged at standard service rates up to and including overtime

Gold Parts Service Plan - Panel Parts included. Labor charged at standard service rates up to and including overtime

Gold Labor Service Plan - Panel Labor included. Parts not included

Gold Parts/Labor Service Plan - Parts and Labor included on Panel only

Platinum Service Plan - Parts and Labor Included on covered system

SPECIAL PROVISIONS

TrueInsight Remote Service

This Service Solution (the "Agreement") sets forth the Terms and Conditions for the provision of equipment and services to be provided by SimplexGrinnell LP ("Company") to **Athens-Clarke County Library** and is effective **01-APR-15 to 31-MAR-20** (the "Initial Term").

PAYMENT TERM: *Annual In Advance*

PAYMENT AMOUNT:

\$4,100.00

- **Proposal # : 400677**

CUSTOMER ACCEPTANCE: In accepting this Agreement, Customer agrees to the Terms and Conditions on the following pages and any attachments or riders attached hereto that contain additional terms and conditions. It is understood that these terms and conditions shall prevail over any variation in terms and conditions on any purchase order or other document that the Customer may issue. Any changes in the system requested by the Customer after the execution of Agreement shall be paid for by the Customer and such changes shall be authorized in writing.

ATTENTION IS DIRECTED TO THE LIMITATION OF LIABILITY, WARRANTY, INDEMNITY AND OTHER CONDITIONS CONTAINED IN THIS AGREEMENT.

Athens-Clarke County Library

Signature: _____

Print Name: _____

Title: _____

Phone#: _____

Fax #: _____

Email: _____

PO#: _____

Date: _____

SimplexGrinnell

ZACHARIA ELROD

Phone #: 706-498-0603

Fax #: _____

License #: _____
(If Applicable)Authorized
Signature: Print Name: Zach ElrodTitle: SBDEDate: 4/14/15

TERMS AND CONDITIONS

1. Term. The Initial Term of this Agreement shall commence on the date of this Agreement and continue for the period indicated in this Agreement. At the conclusion of the Initial Term, this Agreement shall automatically extend for successive terms equal to the Initial Term, each and together a "Term" of this Agreement, unless either party gives written notice to the other party at least thirty (30) days prior to the end of the then-current term.

2. Payment. Payments shall be invoiced and due in accordance with the terms and conditions set forth in this Agreement. Work performed on a time and material basis shall be at the then-prevailing Company rate for material, labor, and related items, in effect at the time supplied under this Agreement.

3. Pricing. The pricing set forth in this Agreement is based on the number of devices and services to be performed as set forth in this Agreement. If the actual number of devices installed or services to be performed is greater than that set forth in this Agreement, the price will be increased accordingly. Company may increase prices upon notice to the Customer or annually to reflect increases in material and labor costs. Customer agrees to pay all taxes, permits, and other charges, including but not limited to state and local sales and excise taxes, installation or alarm permits, false alarm assessments, or any charges imposed by any government body, however designated, levied or based on the service charges pursuant to this Agreement. The Customer's failure to make payment when due is a material breach of this Agreement.

4. Code Compliance. Company does not undertake an obligation to inspect for compliance with laws or regulations unless specifically stated in this Agreement. Customer acknowledges that the Authority Having Jurisdiction (e.g. Fire Marshal) may establish additional requirements for compliance with local codes. Any additional services or equipment required will be provided at an additional cost to Customer.

5. Limitation of Liability; Limitations of Remedy. Customer understands that Company offers several levels of protection services and that the level described has been chosen by Customer after considering and balancing various levels of protection afforded and their related costs. **It is understood and agreed by the Customer that Company is not an insurer and that insurance coverage, if any, shall be obtained by the Customer and that amounts payable to Company hereunder are based upon the value of the services and the scope of liability set forth in this Agreement and are unrelated to the value of the Customer's property and the property of others located on the premises.** Customer agrees to look exclusively to the Customer's insurer to recover for injuries or damage in the event of any loss or injury and that Customer releases and waives all right of recovery against Company arising by way of subrogation. Company makes no guaranty or Warranty, including any implied warranty of merchantability or fitness for a particular purpose that equipment or services supplied by Company will detect or avert occurrences or the consequences therefrom that the equipment or service was designed to detect or avert. It is impractical and extremely difficult to fix the actual damages, if any, which may proximately result from failure on the part of Company to perform any of its obligations under this Agreement. Accordingly, Customer agrees that, Company shall be exempt from liability for any loss, damage or injury arising directly or indirectly from occurrences, or the consequences therefrom, which the equipment or service was designed to detect or avert. Should Company be found liable for any loss, damage or injury arising from a failure of the equipment or service in any respect, Company's liability for Services performed on site at Customer's premises shall be limited to an amount equal to the Agreement price (as increased by the price for any additional work) or, where the time and material payment term is selected, Customer's time and material payments to Company. Where this Agreement covers multiple sites, liability shall be limited to the amount of the payments allocable to the site where the incident occurred. Company's liability with respect to Monitoring Services is set forth in Section 17 of this Agreement. Such sum shall be complete and exclusive. If Customer desires Company to assume greater liability, the parties shall amend this Agreement by attaching a rider setting forth the amount of additional liability and the additional amount payable by the Customer for the assumption by Company of such greater liability, provided however that such rider shall in no way be interpreted to hold Company as an insurer. **IN NO EVENT SHALL COMPANY BE LIABLE FOR ANY DAMAGE, LOSS, INJURY, OR ANY OTHER CLAIM ARISING FROM ANY SERVICING, ALTERATIONS, MODIFICATIONS, CHANGES, OR MOVEMENTS OF THE COVERED SYSTEM(S), AS HEREINAFTER DEFINED, OR ANY OF ITS COMPONENT PARTS BY THE CUSTOMER OR ANY THIRD PARTY. COMPANY SHALL NOT BE LIABLE FOR INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES OF ANY KIND, INCLUDING BUT NOT LIMITED TO DAMAGES ARISING FROM THE USE, LOSS OF THE USE, PERFORMANCE, OR FAILURE OF THE COVERED SYSTEM(S) TO PERFORM.** The limitations of liability set forth in this Agreement shall inure to the benefit of all parents, subsidiaries and affiliates of Company, whether direct or indirect, Company's employees, agents, officers and directors.

6. Reciprocal Waiver of Claims (SAFETY Act). Certain of Company's systems and services have received Certification and/or Designation as Qualified Anti-Terrorism Technologies ("QATT") under the Support Anti-terrorism by Fostering Effective Technologies Act of 2002, 6 U.S.C. §§

441-444 (the "SAFETY Act"). As required under 6 C.F.R. 25.5 (e), to the maximum extent permitted by law, Company and Customer hereby agree to waive their right to make any claims against the other for any losses, including business interruption losses, sustained by either party or their respective employees, resulting from an activity resulting from an "Act of Terrorism" as defined in 6 C.F.R. 25.2, when QATT have been deployed in defense against, response to, or recovery from such Act of Terrorism.

7. Indemnity. Customer agrees to indemnify, hold harmless and defend Company against any and all losses, damages, costs, including expert fees and costs, and expenses including reasonable defense costs, arising from any and all third party claims for personal injury, death, property damage or economic loss, arising in any way from any act or omission of Customer or Company relating in any way to this Agreement, including but not limited to the Services under this Agreement, whether such claims are based upon contract, warranty, tort (including but not limited to active or passive negligence), strict liability or otherwise. **Company reserves the right to select counsel to represent it in any such action. Customer's responsibility with respect to indemnification and defense of Company with respect to Monitoring Services is set forth in Section 17 of this Agreement.**

8. General Provisions. Customer has selected the service level desired after considering and balancing various levels of protection afforded, and their related costs. Customer acknowledges and agrees that by this Agreement, Company, unless specifically stated, does not undertake any obligation to maintain or render Customer's system or equipment as Year 2000 compliant, which shall mean, capable of correctly handling the processing of calendar dates before or after December 31, 1999. All work to be performed by Company will be performed during normal working hours of normal working days (8:00 a.m. - 5:00 p.m.), Monday through Friday, excluding Company holidays), as defined by Company, unless additional times are specifically described in this Agreement. All work performed unscheduled unless otherwise specified in this Agreement. Appointments scheduled for four-hour window. Additional charges may apply for special scheduling requests, e.g. working around equipment shutdowns, after hours work.

Company will perform the services described in the Service Solution ("Services") for one or more system(s) or equipment as described in the Service Solution or the listed attachments ("Covered System(s)"). **UNLESS OTHERWISE SPECIFIED IN THIS AGREEMENT, ANY INSPECTION (AND, IF SPECIFIED, TESTING) PROVIDED UNDER THIS AGREEMENT DOES NOT INCLUDE ANY MAINTENANCE, REPAIRS, ALTERATIONS, REPLACEMENT OF PARTS, OR ANY FIELD ADJUSTMENTS WHATSOEVER, NOR DOES IT INCLUDE THE CORRECTION OF ANY DEFICIENCIES IDENTIFIED BY COMPANY TO CUSTOMER. COMPANY SHALL NOT BE RESPONSIBLE FOR EQUIPMENT FAILURE OCCURRING WHILE COMPANY IS IN THE PROCESS OF FOLLOWING ITS INSPECTION TECHNIQUES, WHERE THE FAILURE ALSO RESULTS FROM THE AGE OR OBSOLESCENCE OF THE ITEM OR DUE TO NORMAL WEAR AND TEAR. THIS AGREEMENT DOES NOT COVER SYSTEMS, EQUIPMENT, COMPONENTS OR PARTS THAT ARE BELOW GRADE, BEHIND WALLS OR OTHER OBSTRUCTIONS OR EXTERIOR TO THE BUILDING, ELECTRICAL WIRING, AND PIPING.**

9. Customer Responsibilities. Customer shall regularly test the System(s) in accordance with applicable law and manufacturers' and Company's recommendations. Customer shall promptly notify Company of any malfunction in the Covered System(s) which comes to Customer's attention. This Agreement assumes any existing system(s) are in operational and maintainable condition as of the Agreement date. If, upon inspection, Company determines that repairs are recommended, repair charges will be submitted for approval by Customer's on-site representative prior to work. Should such repair work be declined, Company shall be relieved from any and all liability arising therefrom.

Customer further agrees to:

- Provide Company clear access to Covered System(s) to be serviced including, if applicable, lift trucks or other equipment needed to reach inaccessible equipment;
- Supply suitable electrical service, heat, heat tracing adequate water supply, and required system schematics and/or drawings;
- Notify all required persons, including but not limited to authorities having jurisdiction, employees, and monitoring services, of scheduled testing and/or repair of systems;
- Provide a safe work environment;
- In the event of an emergency or Covered System(s) failure, take reasonable precautions to protect against personal injury, death, and/or property damage and continue such measures until the Covered System(s) are operational; and
- Comply with all laws, codes, and regulations pertaining to the equipment and/or services provided under this agreement.

Customer represents and warrants that it has the right to authorize the Services to be performed as set forth in this Agreement.

10. Repair Services. Where Customer expressly includes repair, replacement, and emergency response services in the Service Solution section of this Agreement, such services apply only to the components or equipment of the

Covered System(s). Customer agrees to promptly request repair services in the event the System becomes inoperable or otherwise requires repair. The Agreement price does not include repairs to the Covered System(s) recommended by Company as a result of an inspection, for which Company will submit independent pricing to customer and as to which Company will not proceed until Customer authorizes such work and approves the pricing. Repair or replacement of non-maintainable parts of the Covered System(s) including, but not limited to, unit cabinets, insulating material, electrical wiring, structural supports, and all other non-moving parts, is not included under this Agreement.

11. System Equipment. The purchase of equipment or peripheral devices, (including but not limited to smoke detectors, passive infrared detectors, card readers, sprinkler system components, extinguishers and hoses) from Company shall be subject to the terms and conditions of this Agreement. If, in Company's sole judgment, any peripheral device or other system equipment, which is attached to the Covered System(s), whether provided by Company, Customer or a third party, interferes with the proper operation of the Covered System(s), Customer shall remove or replace such device or equipment promptly upon notice from Company. Failure of Customer to remove or replace the device shall constitute a material breach of this Agreement. If Customer adds any third party device or equipment to the Covered System(s), Company shall not be responsible for any damage to or failure of the Covered System(s) caused in whole or in part by such device or equipment.

12. Reports. Where inspection and/or test services are selected, such inspection and/or test shall be completed on Company's then current Report form, which shall be given to Customer, and, where applicable, Company may submit a copy thereof to the local authority having jurisdiction. The Report and recommendations by Company are only advisory in nature and are intended to assist Customer in reducing the risk of loss to property by indicating obvious defects or impairments noted to the system and equipment inspected and/or tested. They are not intended to imply that no other defects or hazards exist or that all aspects of the Covered System(s), equipment, and components are under control at the time of inspection. Final responsibility for the condition and operation of the Covered System(s) and equipment and components lies with Customer.

13. Availability and Cost of Steel, Plastics & Other Commodities. Company shall not be responsible for failure to provide services, deliver products, or otherwise perform work required by this Agreement due to lack of available steel products or products made from plastics or other commodities. (i) In the event Company is unable, after reasonable commercial efforts, to acquire and provide steel products, or products made from plastics or other commodities, if required to perform work required by this Agreement, Customer hereby agrees that Company may terminate the Agreement, or the relevant portion of the Agreement, at no additional cost and without penalty. Customer agrees to pay Company in full for all work performed up to the time of any such termination. (ii) If Company is able to obtain the steel products or products made from plastics or other commodities, but the price of any of the products has risen by more than 10% from the date of the bid, proposal or date Company executed this Agreement, whichever occurred first, then Company may pass through that increase through a reasonable price increase to reflect increased cost of materials.

14. Confined Space. If access to confined space by Company is required for the performance of Services, Services shall be scheduled and performed in accordance with Company's then-current hourly rate.

15. Hazardous Materials. Customer represents that, except to the extent that Company has been given written notice of the following hazards prior to the execution of this Agreement, to the best of Customer's knowledge there is no:

- "Permit confined space," as defined by OSHA,
- Risk of infectious disease,
- Need for air monitoring, respiratory protection, or other medical risk,
- Asbestos, asbestos-containing material, formaldehyde or other potentially toxic or otherwise hazardous material contained in or on the surface of the floors, walls, ceilings, insulation or other structural components of the area of any building where work is required to be performed under this Agreement.

All of the above are hereinafter referred to as "Hazardous Conditions". Company shall have the right to rely on the representations listed above. If hazardous conditions are encountered by Company during the course of Company's work, the discovery of such materials shall constitute an event beyond Company's control and Company shall have no obligation to further perform in the area where the hazardous conditions exist until the area has been made safe by Customer as certified in writing by an independent testing agency, and Customer shall pay disruption expenses and re-mobilization expenses as determined by Company. This Agreement does not provide for the cost of capture, containment or disposal of any hazardous waste materials, or hazardous materials, encountered in any of the Covered System(s) and/or during performance of the Services. Said materials shall at all times remain the responsibility and property of Customer. Company shall not be responsible for the testing, removal or disposal of such hazardous materials.

16. Remote Service. If Customer selects Remote Service, Customer understands and agrees that, while Remote Service provides for communication regarding Customer's fire alarm system to Company via the internet, Remote Service does not constitute monitoring of the system and Customer understands that Remote Service does not provide for Company to

contact the fire department or other authorities in the event of a fire alarm. The Customer understands that if it wishes to receive monitoring of its fire alarm system and notification of the fire department or other authorities in the event of a fire alarm, it must select monitoring services as a separate service under this Agreement. CUSTOMER FURTHER UNDERSTANDS AND AGREES THAT THE TERMS OF SECTION 17.F OF THIS AGREEMENT APPLY TO REMOTE SERVICE.

17. Monitoring Services. If Customer has selected Monitoring services, the following shall apply to such services:

A. Alarm Monitoring Service. Customer agrees and acknowledges that Company's sole and only obligation under this Agreement shall be to provide alarm monitoring, notification, and/or Runner services as set forth in this Agreement and to endeavor to notify the party(ies) identified by Customer on the Contact/Call List ("Contacts") and/or Local Emergency Dispatch Numbers for responding authorities. Upon receipt of an alarm signal, Company may, at our sole discretion, attempt to notify the Contacts to verify the signal is not false. If we fail to notify the Contacts or question the response we receive, we will attempt to notify the responding authority. In the event Company receives a supervisory signal or trouble signal, Company shall endeavor to promptly notify one of the Contacts. Company shall not be responsible for a Contact's or responding authority's refusal to acknowledge/respond to Company's notifications of receipt of an alarm signal, nor shall Company be required to make additional notifications because of such refusal. The Contacts are authorized to act on Customer's behalf and, if so designated on the Contact/Call List, are authorized to cancel an alarm prior to the notification of authorities. Customer understands that local laws, ordinances or policies may restrict Company's ability to provide the alarm monitoring and notification services described in this Agreement and/or necessitate modified or additional services and related charges to Customer. Customer understands that Company may employ a number of industry-recognized measures to help reduce occurrences of false alarm signal activations. These measures may include, but are not limited to, implementation of industry-recognized default settings; implementation of "partial clear time bypass" procedures at our alarm monitoring center and other similar measures at our sole discretion from time to time. THESE MEASURES CAN RESULT IN NO ALARM SIGNAL BEING SENT FROM AN ALARM ZONE IN CUSTOMER'S PREMISES AFTER THE INITIAL ALARM ACTIVATION UNTIL THE ALARM SYSTEM IS MANUALLY RESET. Upon receiving notification from Company that a fire or gas detection (e.g. carbon monoxide) signal has been received, the responding authority may forcibly enter the premises. Cellular radio unit test supervision, if provided under this Agreement, provides only the status of the cellular radio unit's current signaling ability at the time of the test communication based on certain programmed intervals and does not serve to detect the potential loss of radio service at the time of an actual emergency event. Company shall not be responsible to provide monitoring services under this Agreement unless and until the communication link between Customer's premises and Company's Monitoring Center has been tested. **SUCH SERVICES ARE PROVIDED WITHOUT WARRANTY, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.**

B. Limitation of Liability; Limitations of Remedy. Customer understands that Company offers several levels of Monitoring Services and that the level described has been chosen by Customer after considering and balancing various levels of protection afforded and their related costs. It is understood and agreed by the Customer that Company is not an insurer and that insurance coverage, if any, shall be obtained by the Customer and that amounts payable to Company hereunder are based upon the value of the Monitoring Services and the scope of liability set forth in this Agreement and are unrelated to the value of the Customer's property and the property of others located on the premises. Customer agrees to look exclusively to the Customer's insurer to recover for injuries or damage in the event of any loss or injury and that Customer releases and waives all right of recovery against Company arising by way of subrogation. Company makes no guaranty or Warranty, including any implied warranty of merchantability or fitness for a particular purpose that equipment or services supplied by Company will detect or avert occurrences or the consequences there from that the equipment or service was designed to detect or avert. It is impractical and extremely difficult to fix the actual damages, if any, which may proximately result from failure on the part of Company to perform any of its monitoring obligations under this Agreement. Accordingly, Customer agrees that, Company shall be exempt from liability for any loss, damage or injury arising directly or indirectly from occurrences, or the consequences there from, which the equipment or service was designed to detect or avert. Should Company be found liable for any loss, damage or injury arising from a failure of the equipment or service in any respect, Company's liability with respect to Monitoring Services shall be the lesser of the annual fee for Monitoring Services allocable to the site where the incident occurred or two thousand five hundred (\$2,500) dollars. Such sum shall be complete and exclusive. If Customer desires Company to assume greater liability, the parties shall amend this Agreement by attaching a rider setting forth the amount of additional liability and the additional amount payable by the Customer for the assumption by Company of such greater liability, provided however that such rider shall in no way be interpreted to hold Company as an insurer.

IN NO EVENT SHALL COMPANY BE LIABLE FOR ANY DAMAGE, LOSS, INJURY, OR ANY OTHER CLAIM ARISING FROM ANY SERVICING, ALTERATIONS, MODIFICATIONS, CHANGES, OR MOVEMENTS OF THE COVERED SYSTEM(S), AS HEREINAFTER DEFINED, OR ANY OF ITS COMPONENT PARTS BY THE CUSTOMER OR ANY THIRD PARTY. COMPANY SHALL NOT BE LIABLE FOR INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES OF ANY KIND, INCLUDING BUT NOT LIMITED TO DAMAGES ARISING FROM THE USE, LOSS OF THE USE, PERFORMANCE, OR FAILURE OF THE COVERED SYSTEM(S) TO PERFORM. The limitations of liability set forth in this Agreement shall inure to the benefit of all parents, subsidiaries and affiliates of Company, whether direct or indirect, Company's employees, agents, officers and directors.

C. Indemnity, Insurance. Customer agrees to indemnify, hold harmless and defend Company against any and all losses, damages, costs, including expert fees and costs, and expenses including reasonable defense costs, arising from any and all third party claims for personal injury, death, property damage or economic loss, arising in any way from any act or omission of Customer or Company relating in any way to the Monitoring Services provided under this Agreement, whether such claims are based upon contract, warranty, tort (including but not limited to active or passive negligence), strict liability or otherwise. Company reserves the right to select counsel to represent it in any such action. Customer shall name Company, its officers, employees, agents, subcontractors, suppliers, and representatives as additional insureds on Customer's general liability and auto liability policies.

D. No modification. Modification to Sections 17 B or C may only be made by a written amendment to this Agreement signed by both parties specifically referencing Section 17 B and/or C, and no such amendment shall be effective unless approved by the manager of Company's Central Monitoring Center.

E. Customer's Duties. In addition to Customer's duty to indemnify, defend, and hold Company harmless pursuant to this Section 17:

i. Customer agrees to furnish the names and telephone numbers of all persons authorized to enter or remain on Customer's premises and/or that should be notified in the event of an alarm (the Contact/Call List) and Local Emergency Dispatch Numbers and provide all changes, revision and modifications to the above to Company in writing in a timely manner. Customer must ensure that all such persons are authorized and able to respond to such notification.

ii. Customer shall carefully and properly test and set the system immediately prior to the securing of the premises and carefully test the system in a manner prescribed by Company during the term of this Agreement. Customer agrees that it is responsible for any losses or damages due to malfunction, miscommunication or failure of Customer's system to accurately handle, process or communicate data. If any defect in operation of the System develops, or in the event of a power failure, interruption of telephone service, or other interruption at Customer's premises of signal or data transmission through any media, Customer shall notify Company immediately. If space/interior protection (i.e. ultrasonic, microwave, infrared, etc.) is part of the System, Customer shall walk test the system in the manner recommended by Company.

iii. When any device or protection is used, including, but not limited to, space protection, which may be affected by turbulence of air, occupied airspace change or other disturbance, forced air heaters, air conditioners, horns, bells, animals and any other sources of air turbulence or movement which may interfere with the effectiveness of the System during closed periods while the alarm system is on, Customer shall notify Company.

iv. Customer shall promptly reset the System after any activation.

v. Customer shall notify Company regarding any remodeling or other changes to the protected premises that may affect operation of the system.

vi. Customer shall cooperate with Company in the installation, operation and/or maintenance of the system and agrees to follow all instructions and procedures which may be prescribed for the operation of the system, the rendering of services and the provision of security for the premises.

vii. Customer shall pay all charges made by any telephone or communications provider company or other utility for installation, leasing, and service charges of telephone lines connecting Customer's premises to Company. Customer acknowledges that alarm signals from Customer's premises to Company are transmitted over Customer's telephone or other transmission service and that in the event the telephone or other transmission service is out of order, disconnected, placed on "vacation", or otherwise interrupted, signals from Customer's alarm system will not be received by Company, during any such interruption in telephone or other transmission service and the interruption will not be known to Company. Customer agrees that in the event the equipment or system continuously transmits signals reasonably determined by Company to be false and/or excessive in number, Customer shall be subject to the additional costs and fees incurred by Company in the receiving and/or responding to the excessive signals and/or Company may at its sole discretion terminate this Agreement with respect to Monitoring services upon notice to Customer.

F. Communication Facilities.

i. **Authorization.** Customer authorizes Company, on Customer's behalf, to request services, orders or equipment from a telephone company, wireless carrier or other company providing communication facilities, signal transmission services or facilities under this Agreement (referred to as "Communication Company"). Should any third party service, equipment or facility be required to perform the Monitoring services set forth in this

Agreement, and should the same be terminated or become otherwise unavailable or impracticable to provide, Company may terminate Monitoring services upon notice to Customer.

ii. **Digital Communicator.** Customer understands that a digital communicator (DACT), if installed under this Agreement, uses traditional telephone lines for sending signals which eliminate the need for a dedicated telephone line and the costs associated with such dedicated lines.

iii. **Derived Local Channel.** The Communication Company's services provided to Customer in connection with the Services may include Derived Local Channel service. Such service may be provided under the Communication Company's service marks or service names. These services include providing lines, signal paths, scanning and transmission. Customer agrees that the Communication Company's liability is limited to the same extent Company's liability is limited pursuant to this Section 17.

iv. **CUSTOMER UNDERSTANDS THAT COMPANY WILL NOT RECEIVE ALARM SIGNALS WHEN THE TELEPHONE LINE OR OTHER TRANSMISSION MODE IS NOT OPERATING OR HAS BEEN CUT, INTERFERED WITH OR IS OTHERWISE DAMAGED OR IF THE ALARM SYSTEM IS UNABLE TO ACQUIRE, TRANSMIT OR MAINTAIN AN ALARM SIGNAL OVER CUSTOMER'S TELEPHONE SERVICE FOR ANY REASON INCLUDING NETWORK OUTAGE OR OTHER NETWORK PROBLEMS SUCH AS CONGESTION OR DOWNTIME, ROUTING PROBLEMS, OR INSTABILITY OF SIGNAL QUALITY. CUSTOMER UNDERSTANDS THAT OTHER POTENTIAL CAUSES OF SUCH A FAILURE OVER CERTAIN TELEPHONE SERVICES (INCLUDING BUT NOT LIMITED TO SOME TYPES OF DSL, ADSL, VOIP, DIGITAL PHONE, INTERNET PROTOCOL BASED PHONE OR OTHER INTERNET INTERFACE-TYPE SERVICE OR RADIO SERVICE, INCLUDING CELLULAR OR PRIVATE RADIO, ETC. ("NON-TRADITIONAL TELEPHONE SERVICE")) INCLUDE BUT ARE NOT LIMITED TO: (1) LOSS OF NORMAL ELECTRIC POWER TO CUSTOMER'S PREMISES (THE BATTERY BACK-UP FOR THE ALARM PANEL DOES NOT POWER TELEPHONE SERVICE); AND (2) ELECTRONICS FAILURES SUCH AS A MODEM MALFUNCTION. CUSTOMER UNDERSTANDS THAT COMPANY WILL ONLY REVIEW THE INITIAL COMPATIBILITY OF CUSTOMER'S ALARM SYSTEM WITH NON-TRADITIONAL TELEPHONE SERVICE AT THE TIME OF INITIAL CONNECTION TO COMPANY'S MONITORING CENTER AND THAT CHANGES IN CUSTOMER'S TELEPHONE SERVICE'S DATA FORMAT AFTER THE INITIAL REVIEW OF COMPATIBILITY COULD MAKE CUSTOMER'S TELEPHONE SERVICE UNABLE TO TRANSMIT ALARM SIGNALS TO COMPANY'S MONITORING CENTERS. IF COMPANY DETERMINES IN ITS SOLE DISCRETION THAT IT IS COMPATIBLE, COMPANY WILL PERMIT CUSTOMER TO USE NON-TRADITIONAL TELEPHONE SERVICE AS THE SOLE METHOD OF TRANSMITTING ALARM SIGNALS, ALTHOUGH CUSTOMER UNDERSTANDS THAT COMPANY RECOMMENDS THE USE OF AN ADDITIONAL BACK-UP METHOD OF COMMUNICATION TO CONNECT CUSTOMER'S ALARM SYSTEM TO THE MONITORING CENTER REGARDLESS OF THE TYPE OF TELEPHONE SERVICE USED. CUSTOMER ALSO UNDERSTANDS THAT IF COMPANY DETERMINES IN ITS SOLE DISCRETION THAT CUSTOMER'S NON-TRADITIONAL TELEPHONE SERVICE IS OR LATER BECOMES NON-COMPATIBLE, OR IF CUSTOMER CHANGES TO ANOTHER NON-TRADITIONAL TELEPHONE SERVICE THAT IS NOT COMPATIBLE, THEN COMPANY REQUIRES THAT CUSTOMER USE AN ALTERNATE METHOD OF COMMUNICATION ACCEPTABLE TO COMPANY AS THE PRIMARY METHOD TO CONNECT CUSTOMER'S ALARM SYSTEM TO THE MONITORING CENTER. CUSTOMER UNDERSTANDS THAT TRANSMISSION OF FIRE ALARM SIGNALS BY MEANS OTHER THAN A TRADITIONAL TELEPHONE LINE MAY NOT BE IN COMPLIANCE WITH FIRE ALARM STANDARDS OR SOME LOCAL FIRE CODES, AND THAT IT IS CUSTOMER'S OBLIGATION TO COMPLY WITH SUCH STANDARDS AND CODES. CUSTOMER ALSO UNDERSTANDS THAT IF THE ALARM SYSTEM HAS A LINE CUT FEATURE, IT MAY NOT BE ABLE TO DETECT IF A NON-TRADITIONAL TELEPHONE SERVICE LINE IS CUT OR INTERRUPTED, AND THAT COMPANY MAY NOT BE ABLE TO PROVIDE CERTAIN AUXILIARY MONITORING SERVICES THROUGH A NON-TRADITIONAL TELEPHONE LINE OR SERVICE. CUSTOMER FURTHER UNDERSTANDS THAT THE ALARM PANEL MAY BE UNABLE TO SEIZE THE PHONE LINE TO TRANSMIT AN ALARM SIGNAL IF ANOTHER CONNECTION IS OFF THE HOOK DUE TO IMPROPER CONNECTION OR OTHERWISE.**

G. Verification; Runner Service. Some jurisdictions may require alarm verification by telephone or on-site verification (Runner Service) before dispatching emergency services. In the event that a requirement of alarm verification becomes effective after the date of this Agreement, such services may be available at an additional charge. Company shall not be held liable for any delay or failure of dispatch of emergency services arising from such verification. Where Runner Service is indicated, such services may be provided by a third party. COMPANY WILL NOT ARREST OR DETAIN ANY PERSON.

H. Personal Emergency Response Service. If Customer has selected Personal Emergency Response Services, Customer agrees that the very nature of Personal Emergency Response Services, irrespective of any delays, involves uncertainty, risk and possible serious injury, disability or death, for

which Company should not under any circumstances be held responsible or liable; that the equipment furnished for Personal Emergency Response Services is not foolproof and may experience signal transmission failures or delays for any number of reasons, whether or not our fault or under Company's control; that the actual time required for medical emergency providers to arrive at the premises and/or to transport any person requiring medical attention is unpredictable and that many contributing factors, including but not limited to such things as telephone network operation, distance, weather, road and traffic conditions, alarm equipment function and human factors, both with responding authorities and with Company, may affect response.

18. Limited Warranty. COMPANY WARRANTS THAT ITS WORKMANSHIP AND MATERIAL, EXCLUDING MONITORING SERVICES, FURNISHED UNDER THIS AGREEMENT WILL BE FREE FROM DEFECTS FOR A PERIOD OF NINETY (90) DAYS FROM THE DATE OF FURNISHING. Where Company provides product or equipment of others, Company will warrant the product or equipment only to the extent warranted by such third party. EXCEPT AS EXPRESSLY SET FORTH HEREIN, COMPANY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE WITH RESPECT TO THE SERVICES PERFORMED OR THE PRODUCTS, SYSTEMS OR EQUIPMENT, IF ANY, SUPPORTED HEREUNDER. COMPANY MAKES NO WARRANTY OR REPRESENTATION, AND UNDERTAKES NO OBLIGATION TO ENSURE BY THE SERVICES PERFORMED UNDER THIS AGREEMENT, THAT COMPANY'S PRODUCTS OR THE SYSTEMS OR EQUIPMENT OF THE CUSTOMER WILL CORRECTLY HANDLE THE PROCESSING OF CALENDAR DATES BEFORE OR AFTER DECEMBER 31, 1999.

19. Taxes, Fees, Fines, Licenses, and Permits. Customer agrees to pay all sales tax, use tax, property tax, utility tax and other taxes required in connection with the equipment and services listed, including telephone company line charges, if any. Customer shall comply with all laws and regulations relating to the equipment and its use and shall promptly pay when due all sales, use, property, excise and other taxes and all permit, license and registration fees now or hereafter imposed by any government body or agency upon the equipment or its use. Company may, without notice, obtain any required permit, license or registration for Customer at Customer's expense and charge a fee for this service. If Customer fails to maintain any required licenses or permits, Company shall not be responsible for performing the services and may terminate the services without notice to Customer.

20. Outside Charges. Customer understands and accepts that Company specifically denies any responsibility for charges associated with the notification or dispatching of anyone, including but not limited to fire department, police department, paramedics, doctors, or any other emergency personnel, and if there are any charges incurred as a result of said notification or dispatch, said charges shall be the responsibility of Customer.

21. Insurance. Customer shall name Company, its officers, employees, agents, subcontractors, suppliers, and representatives as additional insureds on Customer's general liability and auto liability policies.

22. Waiver of Subrogation. Customer does hereby for itself and all other parties claiming under it release and discharge Company from and against all hazards covered by Customer's insurance, it being expressly agreed and understood that no insurance company or insurer will have any right of subrogation against Company.

23. Force Majeure, Exclusions. Company shall not be responsible for delays, interruption or failure to render services due to causes beyond its control, including but not limited to material shortages, work stoppages, fires, civil disobedience or unrest, severe weather, fire or any other cause beyond the control of Company. This Agreement expressly excludes, without limitation, provision of fire watches; reloading of, upgrading, and maintaining computer software; making repairs or replacements necessitated by reason of negligence or misuse of components or equipment or changes to Customer's premises; vandalism; power failure; current fluctuation; failure due to non-Company installation; lightning, electrical storm, or other severe weather; water; accident; fire; acts of God; testing inspection and repair of duct detectors, beam detectors, and UV/IR equipment; provision of fire watches; clearing of ice blockage; draining of improperly pitched piping; batteries; recharging of chemical suppression systems; reloading of, upgrading, and maintaining computer software; corrosion (including but not limited to micro-bacterially induced corrosion ("MIC")); cartridges greater than 16 grams; gas valve installation; or any other cause external to the Covered System(s) and Company shall not be required to provide Service while interruption of service due to such causes shall continue. This Agreement does not cover and specifically excludes system upgrades and the replacement of obsolete systems, equipment, components or parts. All such services may be provided by Company at Company's sole discretion at an additional charge. If Emergency Services are expressly included in the Service Solution, the Agreement price does not include travel expenses.

24. Delays. Company shall have no responsibility or liability to Customer or any other person for delays in the installation or repair of the System or the performance of our Services regardless of the reason, or for any resulting consequences.

25. Termination. Company may terminate this Agreement immediately at its sole discretion upon the occurrence of any Event of Default as hereinafter defined. Company may also terminate this Agreement at its sole discretion

upon notice to Customer if Company's performance of its obligations under this Agreement becomes impracticable due to obsolescence of equipment at Customer's premises or unavailability of parts.

26. No Option to Solicit. Customer shall not, directly or indirectly, on its own behalf or on behalf of any other person, business, corporation or entity, solicit or employ any Company employee, or induce any Company employee to leave his or her employment with Company, for a period of two years after the termination of this Agreement.

27. Default. An Event of Default shall include 1) any full or partial termination of this Agreement by Customer before the expiration of the then-current Term, 2) failure of the Customer to pay any amount within ten (10) days after the amount is due and payable, 3) abuse of the System or the Equipment, 4) failure by Customer to observe, keep or perform any term of this Agreement; 5) dissolution, termination, discontinuance, insolvency or business failure of Customer. Upon the occurrence of an Event of Default, Company may pursue one or more of the following remedies, 1) discontinue furnishing Services, 2) by written notice to Customer declare the balance of unpaid amounts due and to become due under the this Agreement to be immediately due and payable, provided that all past due amounts shall bear interest at the rate of 1 1/4% per month (18% per year) or the highest amount permitted by law, 3) receive immediate possession of any equipment for which Customer has not paid, 4) proceed at law or equity to enforce performance by Customer or recover damages for breach of this Agreement, and 5) recover all costs and expenses, including without limitation reasonable attorneys' fees, in connection with enforcing or attempting to enforce this Agreement.

28. One-Year Limitation on Actions; Choice of Law. It is agreed that no suit, or cause of action or other proceeding shall be brought against either party more than one (1) year after the accrual of the cause of action or one (1) year after the claim arises, whichever is shorter, whether known or unknown when the claim arises or whether based on tort, Agreement, or any other legal theory. The laws of Massachusetts shall govern the validity, enforceability, and interpretation of this Agreement.

29. Assignment. Customer may not assign this Agreement without Company's prior written consent. Company may assign this Agreement without obtaining Customer's consent.

30. Entire Agreement. The parties intend this Agreement, together with any attachments or Riders (collectively the "Agreement") to be the final, complete and exclusive expression of their Agreement and the terms and conditions thereof. This Agreement supersedes all prior representations, understandings or agreements between the parties, written or oral, and shall constitute the sole terms and conditions relating to the Services. No waiver, change, or modification of any terms or conditions of this Agreement shall be binding on Company unless made in writing and signed by an Authorized Representative of Company.

31. Headings. The headings in this Agreement are for convenience only.

32. Severability. If any provision of this Agreement is held by any court or other competent authority to be void or unenforceable in whole or in part, this Agreement will continue to be valid as to the other provisions and the remainder of the affected provision.

33. Electronic Media. Customer agrees that Company may scan, image or otherwise convert this Agreement into an electronic format of any nature. Customer agrees that a copy of this Agreement produced from such electronic format is legally equivalent to the original for any and all purposes, including litigation. Customer agrees that Company's receipt by fax of the Agreement signed by Customer legally binds Customer and such fax copy is legally equivalent to the original for any and all purposes, including litigation.

34. Legal Fees. Company shall be entitled to recover from the Customer all reasonable legal fees incurred in connection with Company enforcing the terms and conditions of this Agreement.

35. License Information (Security System Customers): AL Alabama Electronic Security Board of Licensure 7956 Vaughn Road, PMB 392, Montgomery, Alabama 36116 (334) 264-9388; AR Regulated by: Arkansas Board of Private Investigators and Private Security Agencies, #1 State Police Plaza Drive, Little Rock 72209 (501)618-8600; CA Alarm company operators are licensed and regulated by the Bureau of Security and Investigative Services, Department of Consumer Affairs, Sacramento, CA, 95814. Upon completion of the installation of the alarm system, the alarm company shall thoroughly instruct the purchaser in the proper use of the alarm system. Failure by the licensee, without legal excuse, to substantially commence work within 20 days from the approximate date specified in the agreement when the work will begin is a violation of the Alarm Company Act: NY Licensed by the N.Y.S. Department of the State: TX Texas Commission on Private Security, 5805 N. Lamar Blvd., Austin, TX 78752-4422, 512-424-7710. License numbers available at www.simplexgrinnell.com or contact your local SimplexGrinnell office.

Athens-Clarke County Library Board 2015

| Name, Address, Phone, Email | Occupation | Appointed By | Term Expires |
|---|--|--------------------------|---------------|
| Mr. Wallace Eberhard, Chairman * 180 Orchard Creek Dr. Athens, GA 30606 706-543-5363(H) wbe1955@aol.com | Retired Professor, UGA | Co. Comm. in 1/1/2007 | Dec. 31, 2016 |
| Mr. Craig Pascoe, Vice-Chairman 100 Hart Ave. Athens, GA 30606 478-445-3516(W) craig.pascoe@gcsu.edu | Professor, Georgia College | Co. Comm. on 1/1/2013 | Dec. 31, 2017 |
| Ms. Julie Darnell, Treasurer 470 Cobb Street Athens, GA 30606 706-540-3088(H) juliedarnell@gmail.com | Fundraising Experience | Co. Comm. on 1/1/2012 | Dec. 31, 2016 |
| Ms. Diane Adams 450 W. Cloverhurst Ave. Athens, GA 30606 706-255-9200(C) dianea@bhhsblanton.com | Realtor | Co. Comm. on 1/1/2013 | Dec. 31, 2017 |
| Ms. Erin Boydston 425 Meigs St., Apt. 2 Athens, GA 30601 352-318-0602(C) erin.boydstun@gmail.com | Manager | Co. Comm. on 1/1/2013 | Dec. 31, 2017 |
| Mr. Sean Boyle 104 Buttonwood Loop Athens, GA 30605 706-543-5210(H) 706-310-6297(W) sean.boyle@ung.edu | Librarian, Technical Services, Gainesville College | Co. Comm. on 6/2/2010 | Dec.31, 2019 |
| Ms. Theresa Cullen 731 Cobb Street Athens, GA 30606 706-549-0447(C) theresacullen@bellsouth.net | Retired Educator | Co. Comm. on 1/1/2014 | Dec. 31, 2019 |
| Ms. Linda Dodson 335 Beechwood Dr. Athens, GA 30606 706-540-5947(H) linda.dodson0626@gmail.com | Accountant | Co. Comm. on 1/1/2012 | Dec. 31, 2016 |

| | | | |
|---|---------------------------------------|---|---------------|
| Mr. John Gaither 105 Indian Lake Ct. Athens, GA 30605 706-206-3353(H) 706-542-6723(W) jgaither@gmail.com | WUGA-FM radio | Co. Comm. on 1/1/2006 | Dec. 31, 2015 |
| Ms. Janet Geddis 211 Best Drive Athens, GA 30606 706-410-3807 (C) avid.athens@gmail.com | Bookstore Owner | Co. Comm. on 1/1/2011 | Dec. 31, 2015 |
| Mr. Dennis Hopper 115 High Ridge Dr. Athens, GA 30606 706-548-3973(H) 706-340-1220(C) 4hops@charter.net | Retired, State of Georgia | Co. Comm. on 1/1/2014 | Dec. 31, 2018 |
| Ms. Linda Jones 580 Robert Hardeman Road Winterville, GA 30683 706-742-5765 lgjones83@yahoo.com | Retired Educator | <i>Winterville City Council in 8/12</i> | Dec. 31, 2016 |
| Mr. William Prokasy * 263 Woodlake Dr. Athens, GA 30606 706-354-6828(H) wfp@charter.net | Retired, UGA | Co. Comm. on 1/1/2010 | Dec. 31, 2019 |
| Mr. Shannon Thompson 190 New Haven Drive Athens, GA 30606-1928 706-255-2188(C) shan.thomps@gmail.com | School Media Specialist | Co. Comm. on 1/1/2015 | Dec. 31, 2019 |
| Mr. John Timmons * 305 High Ridge Dr. Athens, GA 30606 706-543-2358(H) 706-548-8668(W) john@classiccitylaw.com | Attorney | Co. Comm. on 1/1/2014 | Dec. 31, 2018 |
| Mr. David "Chip" Woods 248 Marion Drive Athens, GA 30606 706-363-0779(H) chip@athenstown.com | Technology Support, UGA Vet School | Co. Comm. on 1/1/2012 | Dec. 31, 2016 |

* Regional Board Member

4/14/2015



The Art of Contemporary Poetry: A Writing Workshop

Celebrate National Poetry Month!

Wednesday, April 15
10:30 a.m.

In Multipurpose Room B.
Free and open to the public.

Call (706) 613-3650, ext. 324, for
information.



Clela Reed, a former English teacher and published local poet, leads this workshop on contemporary poetry. Reed will share and discuss some of her poems, and she will lead attendees through the poetic process with writing prompts and suggestions.



Athens-Clarke County Library

2025 Baxter St
Athens, Georgia 30606 | 706-613-3650
www.athenslibrary.org/athens

THE SILK ROAD

T H E A R T O F
MARGARET AGNER

Thursday, April 23, 2015 ♡ 7:00 pm
ATHENS-CLARKE COUNTY LIBRARY
2025 Baxter Street ♡ 706 613 3650 x343

MULTIPURPOSE ROOM A

SLIDE TALK &
DEMONSTRATION

QUIET GALLERY

EXHIBITION OF WORKS
THROUGH MAY 24

FREE & OPEN TO THE PUBLIC

WEBCAST LIVE:
WWW.RSLATHENS.ORG



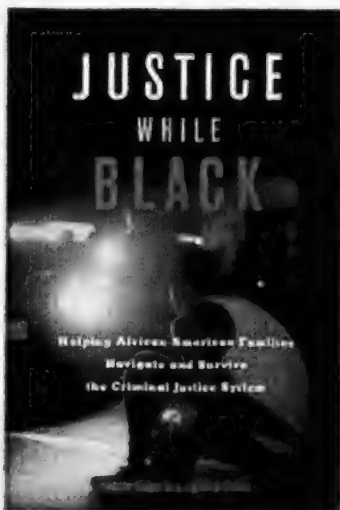
SAT. APRIL 25.2015 ATHENS CLARKE COUNTY LIBRARY DOORS OPEN AT 9:30AM

Beyond Ferguson: A COMMUNITY EMPOWERMENT SUMMIT



Presented by Under the Rainbow Athens

**10am: Community Empowerment Fund Intro 10:30am-2:20pm: Workshops
12:30pm-1:20pm: Activist Fair & Lunch by Dawg Gone Good BBQ
2:30pm: Keynote 3:30pm: "Justice While Black" Discussion 4:30pm: Concert**



**Keynote Speakers:
Robbin Shipp & Nick Chiles
authors of "Justice While Black"**

**FREE!
OPEN TO THE PUBLIC**

**Closing Concert: Poet Celest Divine from African Soul, Poet Shedrick Barnett,
Los Mendoza Brothers, Ricky Simone: The Hip Hop Activist & more**

We appreciate the generous donations from our sponsors!

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Dr. Dawn D. Bennett Alexander
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Association (SNPhA)
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of Athens -Social Action Committee
United Group of Artist

For more info email rickyro@uga.edu RSVP at bit.ly/BeyondFergusonSummit

Do you have special books or Bibles in need of repair?



Bring your books to the
Heritage Room's
Annual Book Clinic!

Wednesday, April 29
10:00 a.m. - 2:00 p.m.
& 5:00-7:00 p.m.

In the Athens-Clarke County Library Heritage Room

Ken Jewell, a representative of The National Library Bindery Company, will discuss the different methods for restoring your special books. He will also give a free estimate of the cost for restoration by the bindery company.

If you choose, you can leave the books with Mr. Jewell to be repaired. Books will be returned to the Athens-Clarke County Library for you to pick up within two months. Payment is due when the books are picked up in the Library's Heritage Room. Call (706) 613-3650, ext. 350, for more information.



Bison herd at water, circa 1905
Courtesy of the Library of Congress Prints and Photographs Division

Geography and People of the Plains

Living on the Plains depended on rainfall, but many people and animals thrived there. Bison shared the Plains with other animals and with different groups of indigenous people for thousands of years. Comanche, Cheyenne, Kiowa, and others called the Southern Plains home. After 1800, Native Americans had to share the Plains with other people. An increase in hunting led to the decline of the bison, and as the human presence in the region grew, towns and ranches occupied more of the Plains. Humans came to rely more on agriculture, and farming made them dependent on the rain. The fields, the grass, the bison, and the dramatic swings in weather inspired several distinct traditions of art based on the ecology and cultures of the Great Plains, from Native American artists to novelists like Willa Cather. Artists who captured the intense connection of people to their environment in the Plains spoke for the many migrants, farmers, and shop keepers who had no time to draw or write fiction.

Resources

Related Readings:

- Sanora Babb. *Whose Names Are Unknown*. University of Oklahoma Press, 1979.
- Geoff Cunfer. *On the Great Plains: Agriculture and Environment*. Texas A&M University Press, 2005.
- Timothy Egan. *The Worst Hard Time*. Houghton Mifflin, 2006.
- Caroline Henderson. Edited by Alvin O. Turner. *Letters From the Dust Bowl*. University of Oklahoma Press, 2001.
- R. Douglas Hurt. *The Dust Bowl: An Agricultural and Social History*. Nelson-Hall, 1981.

Pamela Riney-Kehrbeg. *Rooted in Dust: Surviving Drought and Depression in Southwestern Kansas*. University Press of Kansas, 1994.

John Steinbeck. *The Grapes of Wrath*. Viking Press, 1939.

Donald Worster. *Dust Bowl: The Southern Plains in the 1930s*. Oxford University Press, 1979.

Music:

Woody Guthrie. *Dust Bowl Ballads*. RCA Victor, 1940.

On the Web:

- The Dust Bowl: A Film by Ken Burns*
<http://www.pbs.org/kenburns/dustbowl/>
- The National Drought Mitigation Center
<http://drought.unl.edu/DroughtBasics/DustBowl.aspx>
- Library of Congress Teacher's Guide to the Dust Bowl Migration
<http://www.loc.gov/teachers/classroommaterials/primarysource-sets/dust-bowl-migration/>

Documentaries:

- Ken Burns, director. *Dust Bowl*. Florentine Films, 2012.
- Chana Gazit, producer. *American Experience: Surviving the Dust Bowl*. Steward/Gazit Productions, 1998.
- Dan Tyrrell, producer. *When Weather Changed History: Dust Bowl*. The Weather Channel, 2008.

Please visit ala.org/programming/dustbowl for a complete list of library host sites.



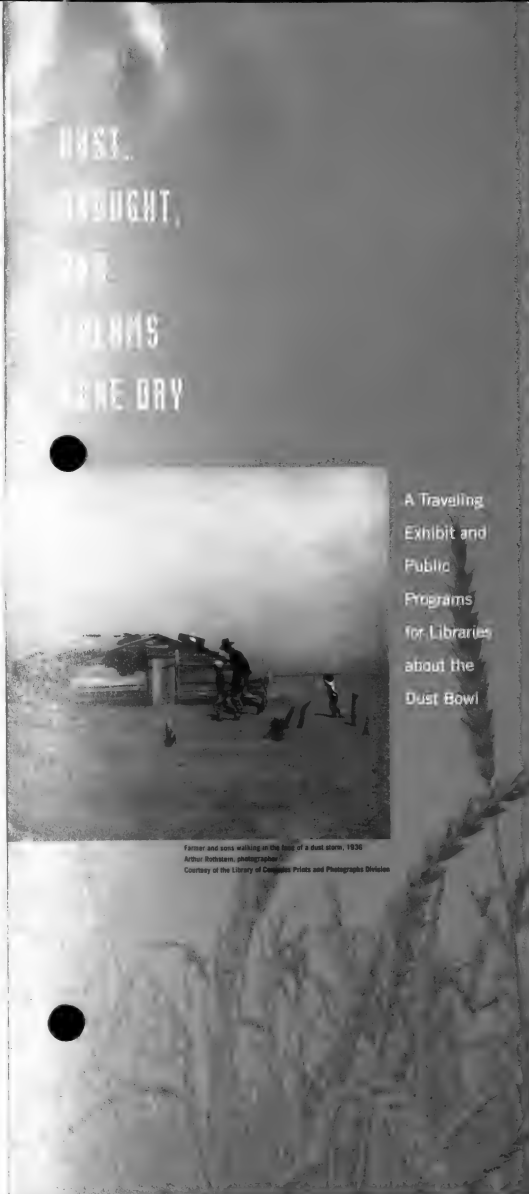
National Endowment for the
Humanities

Any views, findings, conclusions, or recommendations
represented in this exhibition do not necessarily represent
those of the National Endowment for the Humanities.

ALA American
Library
Association

MOUNT HOLYOKE
never fear / change

Library



A Travelling
Exhibit and
Public
Programs
for Libraries
about the
Dust Bowl

Farmer and sons walking on the bank of a dust storm, 1936
Arthur Rothstein, photographer
Courtesy of the Library of Congress Prints and Photographs Division

In the 1930s, people on the Great Plains endured one of America's most destructive ecological disasters—the Dust Bowl. What caused fertile farms to turn to dust? How did people survive? What lessons can we learn from the Dust Bowl?

We can find answers to these questions in the region's history and geography. Centuries of human interaction with the environment intensified between 1850 and 1930 as farmers believed that they could overcome the area's variable weather and climate. The 1930s disaster taught them that they were wrong. However, people survived the dust and the drought by forging new community ties and by embracing new government programs. People also discovered a new respect for the power of nature. The Dust Bowl experience demonstrates the complex relationship between humans and the dynamic Great Plains environment.



Plains grasses being plowed under, Kansas, 1926.
U.S. Soil Conservation Service
Courtesy of Oklahoma State University Library,
Special Collections & University Archives

Railroads, Farming, and Machines Change the Land

Plains inhabitants faced a complex and highly variable environment featuring periods of wet weather and periods of drought. People on the Plains also endured hostile weather phenomena such as tornados, blizzards, floods, hail storms, dust storms, and the constant wind. The short-lived tornado or the hail storm both posed less of a threat than the most serious weather hazard on the Plains: drought. The Plains was episodic, recurrent drought: periods of average or above average rainfall alternate with periods of drought. Despite the challenges with rainfall, economic conditions in the Plains changed dramatically in the second half of the nineteenth century with the expansion of railroads into the region from the east. The railroads, government scientists, and land speculators all repeated the same phrase: "The rain follows the plow." The used this phrase to convince farmers that plowing the land released moisture into the atmosphere which, in turn, produced more rain.

"It All Went Black"

A period of prosperity between 1900 and 1920 seemed to vindicate changes to the land. Although farmers did not know it at the time, this boom period relied on temporary conditions. Parts of the Plains received record rainfall in the 1910s and 1920s. The temporary environmental and economic conditions that encouraged the boom on the Plains ended in the early 1930s when an epic drought started. No longer protected by the grass and its deep roots, the soil dried and turned to a fine dust that the winds spread everywhere. The lack of rain destroyed the sense of control over nature that Plains farmers had enjoyed during the boom years. The winds and dry fields produced monumental dust storms. Perhaps the largest one occurred on April 14, 1935, a day known as Black Sunday, when the sunlight grew dim and the sun was blocked by the great dust-filled maelstrom.

A man walks around his car during a dust storm, undated.
U.S. Forest Service
Courtesy of Oklahoma State University Library,
Special Collections & University Archives



Living Through the Dust Bowl

In the absence of a dramatic storm, dust still swept through farms. Dust blocked roads, buried fences, destroyed tractors, and accumulated like great snow drifts against buildings. In response to the hostile conditions, farm families created self-help groups to save their way of life. They made a virtue out of staying on their farms through the dark years. Women often added new duties to their already extensive work. Some people left their farms and moved to the nearest urban center, while others packed their meager belongings and went west, especially to California. Many more farmers stayed. Historians estimate that seventy to eighty percent of people in the region of the Dust Bowl remained on their land. The intense physical and psychological experiences of living through dust storms inspired many artists to try to capture the essence of the Dust Bowl. For example, Woody Guthrie sang ballads about the suffering of ordinary folk on the Plains.

(Background)
A Texas farm under a dust storm, 1935.
Russell Lee, photographer
Courtesy of the Library of Congress Prints and Photographs Division

The Legacy of The Dust Bowl

Farmers who stayed in the Plains during the Dust Bowl thought about the economics of agriculture and wondered what the government might do to help. State and federal programs to aid farmers in the Dust Bowl region increased in the late 1930s. The Drought Relief Service, the Soil Erosion Service, and the Agriculture Department all provided aid to farmers. Government scientists tried to understand the causes of the Dust Bowl, a tradition of investigation that continues today. Scholars now have a better understanding of the economic forces driving agriculture in the Plains during the period, and scholars understand the endurance, cooperation, and creative responses of local communities to the harsh conditions. Our best bulwark against another ecological crisis on the Plains remains our collective knowledge. How do we build strong communities? How do we reimagine economic and social systems that fit with the natural environment? The history of the Dust Bowl can inform these discussions.

Agricultural fields and abandoned barnyard, eastern Montana, date unknown.
Terry O'Neil, photographer
Courtesy of United States Geological Survey



What is 1000 Books Before Kindergarten?

1000 Books Before Kindergarten is meant to promote reading to newborns, infants and toddlers, as well as encourage parent and child bonding through reading. This program challenges parents to read 1000 books to their children before they enter kindergarten. This gets children reading at an early age and sets them up for success down the road. During March and April, the Athens-Clarke County Library will host a series of performances in conjunction with 1000 Books Before Kindergarten.

Grab one of our special reading logs, check out some books and get reading!

(And enjoy the shows!)



Tips for Reading to Infants and Toddlers

Courtesy of 1000 Books Foundation

1. Keep it fun and enjoyable
2. Hold your child while you read.
3. Read books about what interests your child.
4. Incorporate reading into a daily routine.
5. Repeat stories if your child enjoys them.
6. Keep track of your child's success.



It is the desire of the Athens-Clarke County Library to make visits by young children both memorable and enjoyable. Library staff cannot assume responsibility for the care of unsupervised children at the library. Therefore, it is library policy that all children under the age of 10 must be accompanied by a responsible adult while in the library. Thanks for helping us keep your children safe while they enjoy their library visits.



March 19-April 30

**Athens-Clarke County
Library Children's
Department**

2025 Baxter Street, Athens, Ga.
30606

(706) 613-3650 ext. 314

<http://www.athenslibrary.org/athens>

**ALL PROGRAMS FREE AND OPEN TO
THE PUBLIC**


**Athens-Clarke
COUNTY LIBRARY**

Image courtesy of 1000 Books Foundation

Events

All performances will begin at 10:30 a.m. in the Library's Multipurpose Rooms

Thursday, March 19 – Miss Rebecca and the Baby Music Jam introduction to 1000 Books Before Kindergarten.

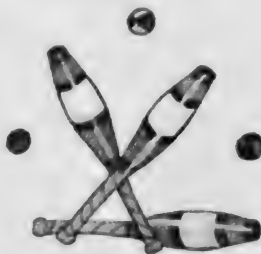


Thursday, March 26 – Arthur Atsma of Atsmamagic! Arthur will perform his special comedy magic show for our toddler/preschoolers! A veteran magician, Arthur is a master of close-up magic.

Thursday, April 2 – Dewayne Reynolds has been performing as a magician and balloon artist since 1998. He has performed at city festivals, in libraries and schools, for Fortune 500 companies, at Auburn athletic events, in restaurants and even at the Governor's mansion. Join for his amazing magic, balloon artistry and musical show!

Thursday, April 9 – Travel on a voyage of discovery, humor and understanding as Josie S. Bailey captures your imagination and transports you to another place and time. Through body movements, literary magical voices, dialects and colorful garments, Josie presents original stories and beloved works that will delight all ages. Her stories often reflect her African-American roots and a bit of history, taking you on an educational adventure as she tells the tales of Aesop, Uncle Remus, Anansi and others.

Thursday, April 16 – Possum Kingdom Ramblers – Quite possibly the greatest faux-grass, cheesy rock and pop-done-in-bluegrass-style band on the planet! Rock on, Athens!



Thursday, April 23 – Ron Anglin does not look like a juggler or an acrobat. He has absolutely no street cred, nor ever wanted to be a clown. But with over 5,000 shows experience, no audience can resist! You will laugh, be amazed, but most of all, you will learn tremendously! It almost isn't fair!



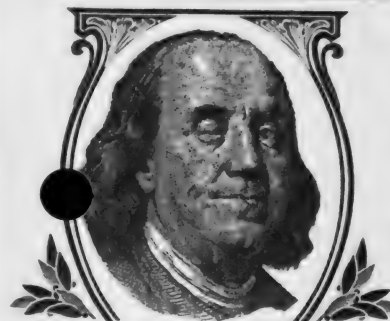
Thursday, April 30 – David Holland, "Drumming Up Stories" – Our 1000 Books Before Kindergarten finale! As seen at the Woodruff Arts Center, Drumming Up Stories is an assembly style program, where audiences learn how the drum was first used to communicate, how instruments can be created from ordinary objects and how music has been used for centuries to enhance the storytelling experience. With stories chosen from places like Ghana, India and Ireland, you will be introduced to new cultures, languages and life lessons; all woven together through drumming, song and creative interaction.

MONEY SMART TIPS

1. Redefine wants and needs by making a clear list.
2. Create and budget and stick to it, keeping long term goals in mind.
3. Reevaluate your cable plan and possibly switch to streaming.
4. Use any extra time you have in your day to increase your income.
5. Start saving small amounts.
6. Teach yourself a new skill and make money off of it.
7. Recycle and get cash back.
8. Trade in old DVDs or video games for cash.
9. Use coupons when grocery shopping.
10. Save your tax return instead of spending it.
11. Line dry clothes when weather permits.
12. Drink water instead of buying juice or soda.
13. Carpool to work.
14. Ditch the landline.
15. Consolidate your debt.

Just by doing a few of these tips you are sure to save money!

THE ATHENS-CLARKE COUNTY LIBRARY PRESENTS:



MONEY SMART WEEK®

APRIL 18-25, 2015 | @your library*

ALL PROGRAMS FREE AND OPEN TO
THE PUBLIC

APRIL 18-25, 2015

ATHENS-CLARKE COUNTY LIBRARY
2025 BAXTER STREET
ATHENS, GA 30606
(706) 613-3650

WWW.ATHENSLIBRARY.ORG


Athens-Clarke
COUNTY LIBRARY

WHAT IS MONEY SMART WEEK?

Money smart week is a public awareness campaign designed to help consumers better manage their personal finances. Sponsored by the American Library Association and Federal Reserve Bank of Chicago, the Athens-Clarke County Library will offer programming that will help all ages throughout the week of April 18.



**MAKE SURE TO CHECK
OUT THE TEENS' PRODUCT
IN THE LIBRARY STORE!**

If they sell \$75 worth they get a pizza party at the end of the month!

EVENTS

Avoiding Fraud and Identity Theft: Steps to Protect Yourself/What to do if You Become a Victim.

Tuesday, April 21, 7-8 p.m., Multipurpose Room B

Your personal information and finances are invaluable to you. Unfortunately, every year, thousands of people lose money and valuable information to scams and theft – resulting in losses from a few dollars to life savings, to situations that can affect them and their finances for years. This program, presented by Athens-Clarke County Police Detective Beverly Russell, will include practical tips and resources on how to recognize schemes and scams, how to protect yourself and reduce your risks of becoming a victim, and the steps to take if you discover you have become a victim.

Managing Debt: Best Ways to Maximize Your Finances, with Charles Vickery of Vickery Financial Services, Inc.

Wednesday, April 22, 7-8 p.m., Multipurpose Room A

Mr. Vickery will guide participants through the various steps to eliminate financial debt. He'll also suggest ways to capitalize on sound saving strategies. Charles J. (Chuck) Vickery, president of Vickery Financial Services, specializes in comprehensive wealth management planning for retirees and pre-retirees. His firm offers consulting and installation of qualified retirement plans. Financial education is a passion of Chucks; since 1994, he has regularly taught classes in Financial Strategies for Successful Retirement at Athens Technical College. Beverages provided.

Book Jammers!

Thursday, April 23, 4:30 p.m., In Storyroom

Children and their families are invited to join us for stories, trivia, crafts and fun! This month, we'll make our own coffee can banks! For children ages 6-11.

DUST, DROUGHT AND DREAMS GONE DRY



Courtesy of the U.S. Department of Agriculture.

A traveling exhibit coming to Athens-Clarke County Library
April 29-June 26, 2015

Save the Date!

The Athens-Clarke County Library is proud to present *Dust, Drought and Dreams Gone Dry*, a traveling exhibit exploring one of America's most destructive ecological disasters—the Dust Bowl of the 1930s.

Visit the exhibit from April 29 through June 26, 2015 and make plans to attend special library programs for all ages related to themes of the exhibit, conservation and sustainability.

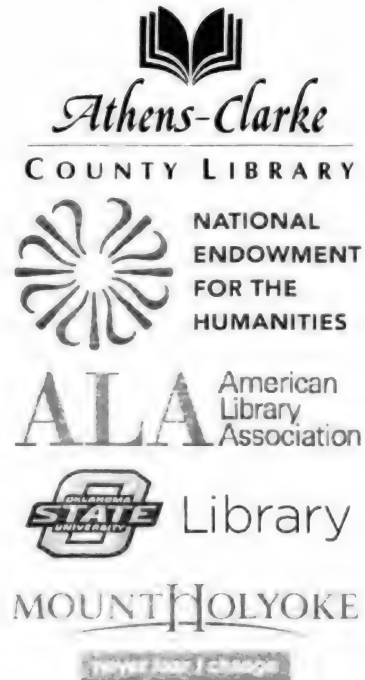
Dust, Drought and Dreams Gone Dry was developed by the American Library Association Public Programs Office in collaboration with the libraries of Oklahoma State University and Mount Holyoke College. The exhibition and tour were made possible in part by a grant from the National Endowment for the Humanities: Exploring the human endeavor.

Athens-Clarke County Library

2025 Baxter Street, Athens, GA 30606

(706) 613-3650

www.athenslibrary.org/athens



Events at the Athens-Clarke County Library



APRIL 2015



2025 Baxter Street • Athens, Georgia 30606 • (706) 613-3650 • www.athenslibrary.org/athens

The Library will be closed Sunday, April 5,
in observance of Easter.

EVENTS FOR CHILDREN

Throughout April

Children ages 2 to 5 years, join us for an interactive **Toddler Storytime** program Tuesdays and Wednesdays at 9:30 and 10:30 a.m. **Bedtime Stories** is on Mondays at 7:00 p.m. for children of all ages. **Saturday Movies in the Storyroom** are on Saturdays at 10:30 a.m. and 2:30 p.m. Call (706) 613-3650, ext. 314.

1,000 Books Before Kindergarten!

Studies show that children who read 1,000 books or more before entering school are better prepared. Grab one of our reading logs, check out some books and get reading! Throughout April, join us each **Thursday at 10:30 a.m.** for a special show just for our youngest patrons and their families! In Multipurpose Rooms.

Thursday, April 2: **Dwayne Reynolds**: Magic, music & balloon artistry

Thursday, April 9: Storyteller **Josie S. Bailey**

Thursday, April 16: **Possum Kingdom Ramblers**

Thursday, April 23: **Ron Anglin**, master juggler!

Thursday, April 30: Drumming Up Stories with **David Holland**

Mondays, April 6 & 20 10:30 a.m.

Open Playtime - For children ages 1 to 3 and their caregivers. Come play together with age-appropriate toys and make new friends! In Storyroom.

Saturday, April 11 11:00 a.m.

Library Birthday Party & Puppet Show! - Celebrate the library's birthday party with a puppet show performance and enjoy a slice of birthday cake! Sponsored by the Friends of Athens-Clarke County Library. Fun for all ages; In Multipurpose Rooms.

Mondays April 13 & 27 10:30 a.m.

Infant Storytime - Designed to nurture language skills through literature-based materials and activities. Parents assist children in movements and actions while having a great time. In Storyroom.

Friday, April 17 4:30 p.m.

Native Languages and More! - Explore South America with stories, music, crafts and more. Brought to you by UGA's Department of Romance Languages. Open to all ages, but best for 3rd grade and up. In Storyroom.

Sunday, April 19 3:00-4:00 p.m.

Read to Rover - Beginning readers read aloud to a certified therapy dogs, a.k.a. Tail Waggin' Tutors! All dogs are insured and in the company of their trainers. First come, first served. In Storyroom.

Tuesday, April 21 4:30 p.m.

Tween/Teen Lego Club - Create Lego art and enjoy Lego-based activities. No need to bring your own blocks; we've got you covered! Ages 8 and up. In Storyroom.

Wednesday, April 22 4:30 p.m.

Earth Day @ the Library - We'll celebrate our love of the earth with a special all-ages program! In Appleton Auditorium.

Thursday, April 23

4:30 p.m.

Book Jammers! - Children and their families are invited to join us for stories, trivia, crafts and fun! Promotes literacy through the art of listening and helps to lengthen attention spans. This month, we'll make our own coffee can banks! For children ages 6 to 11. In Storyroom.

Monday, April 27

7:00 p.m.

¡Día de los Niños, Día de los Cuentos! - Help us celebrate Día, a national celebration of the importance of literacy for all children from all backgrounds. Join us for a special bilingual—Spanish and English—storytime for all ages! In Storyroom.

EVENTS FOR TEENS

Mondays in April

4:00-5:30 p.m.

Open Chess Play - Players of all skill levels are invited. Members of the local Chess and Community Conference will assist players and help build skill level. No registration required. Open to tweens & teens ages 10-18. In Multipurpose Room A.

Wednesday, April 1

4:30-5:30 p.m.

Money Smart Meeting—To celebrate Money Smart Week, we'll create and market a product to sell in The Library Store. If we reach our goal of making \$75 in sales, we'll have a pizza party Thursday, April 30 at 4:30 p.m.! For ages 11-18.

Friday, April 3

4:30-6:00 p.m.

Anime Club - Join us to watch your favorite anime series, draw, discuss the latest manga you're reading and experiment with original design. No registration required. Open to teens in grades 6-12. In Multipurpose Room A.

Tuesday, April 7

4:30-5:30 p.m.

Blackout Poetry - Celebrate National Poetry Month with us! Supplies will be provided; no registration required. In Multipurpose Room A. For ages 11-18.

Friday, April 10

6:00-8:00 p.m.

Afterhours: Extreme Scavenger Hunt - Join us for an extreme scavenger hunt after the library's closed! We'll have pizza before we start. Registration is required. Call (706) 613-3650, ext. 329 or email plewis@athenslibrary.org. For ages 11-18.

Wednesday, April 15

4:30-6:30 p.m.

ACCL Teen Council Meeting - Meet up with other teens to let us know exactly what programs and materials you want to see at your library! No registration is required, but please fill out a Teen Council application, available at the teen desk or online at <http://www.athenslibrary.org/athens/departments/teen>. For ages 11-18. In Multipurpose Room C.

Wednesday, April 22

4:30-5:30 p.m.

Earth Day Crafternoon - Get green with us while we repurpose old CDs into picture frames! Supplies will be provided. For ages 11-18. In Multipurpose Room A.

Thursday, April 23

4:00-6:00 p.m.

Afternoon Movie - We haven't decided what to watch yet, so email your suggestions to plewis@athenslibrary.org or stop by the teen desk! In Multipurpose Room B.

All events are free and open to the public unless otherwise noted. This schedule is tentative and subject to change. Please call the Library for more information.

EVENTS FOR ADULTS

Thursdays in April 9:00-9:45 a.m.

One-on-One Computer Tutorial - Join us for personalized instruction on your choice of computer topics. Call 706-613-3650, ext. 354, or stop by the Reference Desk for a list of topics and to register. In computer training room.

Thursdays in April 6:00, 7:00, & 8:00 p.m.

One-on-One Digital Media Center Tutorials - Get individual instruction for a graphics, audio, or video editing project. Sign up at the Information Services Desk, or call (706) 613-3650 ext. 354. Sessions are 45 minutes. In the Digital Media Center.

Tuesday, April 7 10:00-11:30 a.m.

Computer Class: Introduction to PowerPoint - In the computer training room. Call (706) 613-3650, ext. 354, to register.

Tuesday, April 7 7:00 p.m.

Illustrator for Beginners - Learn how to create graphics with vectors using Adobe Illustrator. This is ideal for logos or artwork you want to print in multiple sizes. Limited to 4; registration is required. In the Digital Media Center.

Thursday, April 9 12:00 p.m.

At Home: Athens Families During the Civil War - Call (706) 613-3650, ext. 350. In Multipurpose Room C.

Friday, April 10 3:00 p.m.

Photoshop for Beginners - This hands-on class will introduce you to the basics of Photoshop. Limited to 4; registration is required. In the Digital Media Center.

Sunday, April 12 3:00 p.m.

The Many Styles of Memoir Writing - Presented by the OLLI @ UGA Memoirs Writers. In Appleton Auditorium.

Tuesday, April 14 10:00-11:30 a.m.

Computer Class: Windows 8.1 - In the computer training room. Call (706) 613-3650, ext. 354, to register.

Tuesday, April 14 5:00 p.m.

African American Authors Book Club - This month's title is, *Black Like Me* by John Howard Griffin. Newcomers are always welcome! In Multipurpose Room A.

Wednesday, April 15 10:30 a.m.

The Art of Contemporary Poetry: A Writing Workshop - Local poet Clela Reed leads this workshop as part of National Poetry Month. In Multipurpose Room B. Call (706) 613-3650, ext. 324.

Wednesday, April 15 7:00 p.m.

Podcasting for Beginners - Learn how to record and edit basic sound files using Audacity, which you can then distribute online to friends, clients, or fellow hobbyists. Limited to 4; registration is required. In the Digital Media Center.

Thursday, April 16 6:00 p.m.

Local History Book Club - This month's title is *Annals of Athens, Georgia, 1801-1901*, by Augustus Longstreet Hull and Henry Hull. Call (706) 613-3650, ext. 350. In Heritage Room Conf. Room.

Sunday, April 19 3:00 p.m.

Video Editing for Beginners - Learn the basics of video editing using Adobe Premiere. Limited to 4; registration is required. In the Digital Media Center.

Tuesday, April 21 10:00-11:30 a.m.

Computer Class: Introduction to Mac Computers - In the computer training room. Call (706) 613-3650, ext. 354, to register.

Tuesday, April 21 6:00 p.m.

Advanced Census Research - Learn how to use census records--the backbone of your genealogy research--to learn more about your ancestors than you thought possible! Genealogy experience encouraged. Registration is required. Call (706) 613-3650, ext. 350. In Multipurpose Room A.

Tuesday, April 21 7:00 p.m.

Trivia Night! - Join the Friends of the Library for a free, fun Trivia Night, led by the library's own Eddie Whitlock. There will be prizes! In Multipurpose Room C.

Tuesday, April 21 7:00 p.m.

Avoiding Fraud and Identity Theft: Steps to Protect Yourself/What to do if You Become a Victim - ACC Police Detective Beverly Russell, shares tips and resources on how to recognize schemes and scams and protect yourself, plus what to do if you have become a victim. In Multipurpose Room B.

Wednesday, April 22 7:00 p.m.

Managing Debt: Best Ways to Maximize Your Finances - Charles Vickery of Vickery Financial Services, Inc., will guide you through steps to eliminate debt and suggest ways to capitalize on sound saving strategies. In Multipurpose Room A.

Thursday, April 23 6:30 p.m.

Movie Night: April Showers Edition: *Singin' In the Rain* (1952) 103 min. Rated G. D: Gene Kelly and Stanley Donen. Gene Kelly, Donald O'Connor, and Debbie Reynolds play three actors involved in the transition from silent to talking pictures in late-1920s Hollywood.

Thursday, April 23 7:00 p.m.

The Silk Road: The Art of Margaret Agner - Athens artist Margaret Agner will talk on the art of silk painting, with a live demonstration. Her work will be exhibited in the Quiet Gallery through May 24. Visit www.RSLathens.org or call (706) 613-3650, ext. 34. In Multipurpose Room A.

Friday, April 24 3:00-5:00 p.m.

Web Design for Beginners - This class will introduce you to the basics of HTML and CSS for creating simple web pages and also Adobe Dreamweaver for creating and editing code. Limited to 4; registration is required. In the Digital Media Center.

Saturday, April 25 all day

Beyond Ferguson: A Community Empowerment Summit - Join us for workshops and discussions on individual rights, economic justice, positive self image, participating in local government and more. Featuring keynote speaker Robin Shipp, author of *Justice While Black*, plus music and poetry. Co-sponsored by the library, Athens Hip Hop Awards, Athens Immigration Rights Coalition, UGA Black Affairs Council, Destined Learning Center, Economic Justice Coalition, UGA Office of Institutional Diversity, sapph.fire and Under the Rainbow.

Monday, April 27 7:00 p.m.

Last Monday Book Group, Adult Book Discussion Group - This month's title is *The Essential Rumi* by Coleman Barks. Call (706) 613-3650, ext. 356. In Multipurpose Room C.

Tuesday, April 28 10:00-11:30 a.m.

Computer Class: Zinio—Free Online Magazines! - In the computer training room. Call (706) 613-3650, ext. 354, to register.

Wednesday, April 29 10:00 a.m.-2:00 p.m. & 5:00-7:00 p.m.

Heritage Room Book Clinic - The National Library Bindery Company's Ken Jewell will advise on repairing/re-binding your heirloom books. Books will be returned within 2 months; payment is due before pickup. Call (706) 613-3650 x350.

Wednesday, April 29 6:30 p.m.

Dust, Drought and Dreams Gone Dry Opening - Dr. Forrest Steglin, UGA Associate Professor of Agriculture and Applied Economics, will speak on "How the Dust Bowl Led to the Deepening of the Depression" to celebrate the opening of the *Dust, Drought and Dreams Gone Dry* traveling exhibit, on display through June 26. In Appleton Auditorium. Reception to follow.

Thursday, April 30 12:15 p.m.

Green Bag Series: Roof Top Solar Panels: How Sun Power Can Save the Planet - Presented by Solar Sun World of Madison. Bring your lunch; beverages provided. In Multipurpose Room B.

Saturday, May 2 10:00 a.m.-3:00 p.m.

Go! Green Day @ Your Library - Explore sustainability through activities, displays and more. Storytelling and music all day long. For all ages! In Multipurpose Rooms.

**ATHENS-CLARKE COUNTY LIBRARY BOARD
DRAFT AGENDA – July 14, 2015**

Call to order.

Review and Approve Minutes of April 14, 2015 meeting

Adopt Agenda.

Public Comment [3 minute limit]

Financial Report, FY15Q4 – Mamie Simonds, Business Manager

Committee Reports

- . Winterville – Linda Jones
- . FOL Report – upcoming Book Sale 8/13-15, Sean Boyle
- . Endowment Report – Mamie Simonds, Diane Adams
- . Finance Committee – FY2016 Budget, Wally Eberhard

Director's Report (including three Staff Presentations):

- . Heritage Room - Angela Stanley, Heritage Room Librarian
- . Pinewoods Branch - Lorena Gay-Griffin, Outreach Librarian & Regional Coordinator
- . Reimagine Your Library (An Advocacy Campaign)
– Rhiannon Eades, Public Information Officer

Old Business

- . Information from Julie Walker's Sunshine Laws Workshop – Wally Eberhard

New Business

- . GaCOMO (Council of Media Organizations) Conference, October 7-9 at Classic Center
- . Expiring Trustee Terms

Announcements:

Adjourn

Next Meeting October 13th at 4 p.m.

Athens-Clarke County Library

FY2015

July 1, 2014 through June 30, 2015

Revenue:**FY2015**

| | <u>Amount</u> | <u>Received</u> | <u>Balance</u> | <u>Received</u> |
|---------------------------------|---------------------|---------------------|------------------|-----------------|
| Athens-Clarke County Commission | 1,759,419.00 | 1,759,419.00 | - | 100.00% |
| City of Winterville | 18,000.00 | 18,000.00 | - | 100.00% |
| ACCL Fines and Fees | 70,000.00 | 68,901.23 | 1,098.77 | 98.43% |
| ACCL Copy Money | 25,000.00 | 32,484.15 | (7,484.15) | 129.94% |
| ACCL Meeting Room | 1,950.00 | 3,050.00 | (1,100.00) | 156.41% |
| Winterville Fines and Fees | 1,000.00 | 1,781.21 | (781.21) | 178.12% |
| Winterville Copy | 125.00 | 376.35 | (251.35) | 301.08% |
| Transfer from passport reserves | 51,662.00 | - | 51,662.00 | 0.00% |
| Interest | 6,000.00 | 5,467.21 | 532.79 | 91.12% |
| Totals | <u>1,933,156.00</u> | <u>1,889,479.15</u> | <u>43,676.85</u> | <u>97.74%</u> |

Expenditures:**FY2015**

| | | | | |
|--|---------------------|---------------------|------------------|---------------|
| Outreach | 44,000.00 | 44,000.00 | - | 100.00% |
| Salaries, Benefits and Professional Fees | 1,522,102.50 | 1,468,377.58 | 53,724.92 | 96.47% |
| Workers Compensation | 6,500.00 | 6,500.00 | - | 100.00% |
| Equipment Repair and Maint. | 5,000.00 | 8,631.21 | (3,631.21) | 172.62% |
| Telephone | 14,000.00 | 13,244.87 | 755.13 | 94.61% |
| Postage | 5,000.00 | 4,575.00 | 425.00 | 91.50% |
| Travel | 2,500.00 | 3,492.86 | (992.86) | 139.71% |
| Advertising | 7,000.00 | 2,795.21 | 4,204.79 | 39.93% |
| Insurance | 5,000.00 | 4,982.21 | 17.79 | 99.64% |
| Supplies | 29,171.00 | 36,455.21 | (7,284.21) | 124.97% |
| Materials | 15,000.00 | 18,392.78 | (3,392.78) | 122.62% |
| Printing and Publicity | 3,700.00 | 4,025.21 | (325.21) | 108.79% |
| Equipment Purchase | 3,899.00 | 13,986.21 | (10,087.21) | 358.71% |
| Dues/Registration | 1,500.00 | 1,375.00 | 125.00 | 91.67% |
| Cleaning Service | 75,000.00 | 75,000.00 | - | 100.00% |
| Pinewoods Building Lease | | 9,235.00 | (9,235.00) | |
| Electricity | 158,575.00 | 152,809.66 | 5,765.34 | 96.36% |
| Gas Heat | 15,810.00 | 14,852.21 | 957.79 | 93.94% |
| Water, Sewer, Garbage* | 16,500.00 | 16,825.09 | (325.09) | 101.97% |
| Storm Water Drainage | 2,898.50 | 2,301.21 | 597.29 | 79.39% |
| | <u>1,933,156.00</u> | <u>1,857,856.52</u> | <u>75,299.48</u> | <u>96.10%</u> |

Revenues over (under) Expenditures

-

31,622.63

| | <u>Budget Amount</u> | <u>Amount Expended</u> | <u>Balance</u> | <u>% of Budget Received</u> |
|-------------------------------|--------------------------|----------------------------|----------------|---------------------------------|
| State Grants: | | | | |
| Personnel | 544,620.21 | 544,620.21 | - | 100.00% |
| Materials | 23,012.10 | 23,012.10 | - | 100.00% |
| Materials additional year end | 26,299.23 | 26,299.23 | | 100.00% |
| System Services Grant | 104,475.44 | 104,475.44 | - | 100.00% |
| Talking Book Center | 124,620.00 | 124,620.00 | - | 100.00% |
| | <u>823,026.98</u> | <u>823,026.98</u> | <u>-</u> | <u>100.00%</u> |

| | | | | |
|--------------------------------|-------------------|-------------------|--------------------|----------------|
| SPLOST furniture and equipment | | <u>22,067.12</u> | <u>**</u> | |
| SPLOST MATERIALS | <u>180,000.00</u> | <u>199,782.21</u> | <u>(19,782.21)</u> | <u>110.99%</u> |

**spending prior year left over funds

Fund Equity ("Reserve")

| | |
|-------------------------------------|---------------------|
| Fund Equity ("Reserve") at 07/01/14 | 459,153.67 |
| Vacation Liability | (116,725.21) |
| One Months Operating Expense | <u>(161,096.33)</u> |
| | <u>181,332.13</u> |

Other Entrepreneurial Activities

Passport Revenue and Expense Statement FY2015

Revenues

| | |
|-----------------------|------------------|
| 07/01/14-6/30/2015 | <u>79,125.20</u> |
| Total Revenues | <u>79,125.20</u> |

Expenditures

| | |
|---------------------------|-----------------|
| Supplies | |
| Click and Ship Postage | <u>3,245.11</u> |
| Total Expenditures | <u>3,245.11</u> |

| | |
|--------------------------------|------------------|
| Net Profit Current Year | <u>75,880.09</u> |
|--------------------------------|------------------|

| | |
|-------------------------------------|------------|
| Current Balance in Passport Account | 428,967.25 |
|-------------------------------------|------------|

Library Store Revenue and Expense Statement FY2015

Revenues

| | |
|-----------------------|------------------|
| 07/01/14-6/30/2015 | <u>11,535.97</u> |
| Total Revenues | <u>11,535.97</u> |

Expenditures

| | |
|-----------------------------|-----------------|
| Supplies | 175.09 |
| Equipment | |
| Dues and Registrations | |
| Travel | |
| Sales Tax | 807.52 |
| Library Store Cost of Goods | <u>4,868.23</u> |
| Total Expenditures | <u>5,850.84</u> |

| | |
|--------------------------------|-----------------|
| Net Profit Current Year | <u>5,685.13</u> |
|--------------------------------|-----------------|

| | |
|---|------------|
| Balance in Library Store Account | 149,887.23 |
|---|------------|

Athens Regional Library Outside Grants FY15

| Grantor | Grant Description | Amount |
|---|---|------------|
| ACCL Endowment | ACCL Materials Grant | 15,000.00 |
| American Library Association | Dust Bowl Exhibit and programs | 1,200.00 |
| American Dream | Pinewoods ESL learning centers | 14,000.00 |
| Athens Rotary Club | ACCL Materials | 680.00 |
| Athfest Music grant | ACCL shadow puppet Pinewoods theatre | 1,000.00 |
| Better World Books | ACCL Gift Materials | 5,700.88 |
| Bogart City Materials Grant | Bogart Materials | 10,000.00 |
| E-Rate | ARLS Educational Discount on all telephones grant | 11,518.00 |
| Friends of the Athens-Clarke County Library | ACCL Wish List | 23,000.00 |
| Friends of the Lavonia Library | Lavonia Materials | 3,832.12 |
| Friends of the Madison County Library | Madison County Wishlist | 1,215.00 |
| Friends of the Royston Library | Royston Materials | 2,079.00 |
| LSTA PRIME TIME year 2 | Pinewoods educational grant | 11,250.00 |
| Oconee County Friends of the Library | Watkinsville Materials | 26,433.47 |
| Oglethorpe County Friends of the Library | Oglethorpe County Materials | 3,681.21 |
| State Major and Renovation Grant | Royston, Oglethorpe and ACCL | 63,828.00 |
| Plumb Creek Foundation | ACCL Summer Reading Club | 750.00 |
| State of Georgia GPLS | State Technology wiring grant | 23,782.09 |
| State of Georgia Financing Commission | Lavonia Grant | 13,750.00 |
| Summer Reading Club Local Donations | Summer Reading Club | 4,800.00 |
| TOTAL | | 237,499.77 |

REVISED DRAFT
BUDGET PROPOSAL & NARRATIVE
FY2016
Prepared by Valerie Bell

Athens-Clarke County Proposed Budget FY2016

Revised and Prepared by Valerie Bell & Mamie Simonds

| | FY2015 | FY2016 | | |
|---------------------------------|----------------------------|----------------------------|-------------------------|-------|
| <i>Revenue:</i> | <u>Amount</u> | <u>Proposed Amount</u> | <u>Variance</u> | |
| Athens-Clarke County Commission | 1,759,419.00 | 1,789,419.00 | 30,000.00 | 1.68% |
| City of Winterville | 18,000.00 | 18,000.00 | - | |
| ACCL Fines | 70,000.00 | 70,000.00 | - | |
| ACCL Copy Money | 25,000.00 | 30,000.00 | 5,000.00 | |
| ACCL Meeting Room | 1,950.00 | 2,500.00 | 550.00 | |
| Transfer from Passport revenues | 51,662.00 | 66,842.00 | 15,180.00 | |
| Winterville Fines | 1,000.00 | 1,500.00 | 500.00 | |
| Winterville Copy | 125.00 | 300.00 | 175.00 | |
| Interest | <u>6,000.00</u> | <u>6,000.00</u> | - | |
| Totals | <u>1,933,156.00</u> | <u>1,984,561.00</u> | <u>51,405.00</u> | |

| | FY2015 | FY2016 | | |
|------------------------------------|----------------------------|----------------------------|-------------------------|--|
| <i>Expenditures:</i> | <u>Amount</u> | <u>Proposed Amount</u> | <u>Variance</u> | |
| Outreach | 44,000.00 | 44,000.00 | - | |
| Wages/Benefits | 1,522,102.50 | 1,554,777.50 | 32,675.00 | |
| Workers Compensation | 6,500.00 | 6,500.00 | - | |
| Equipment Repair and Maint. | 5,000.00 | 5,000.00 | - | |
| Telephone | 14,000.00 | 16,800.00 | 2,800.00 | |
| Postage | 5,000.00 | 5,000.00 | - | |
| Travel | 2,500.00 | 4,000.00 | 1,500.00 | |
| Advertising | 7,000.00 | 5,000.00 | (2,000.00) | |
| Insurance | 5,000.00 | 5,000.00 | - | |
| Supplies | 29,171.00 | 25,000.00 | (4,171.00) | |
| Materials | 15,000.00 | 15,000.00 | - | |
| Printing and Publicity | 3,700.00 | 3,700.00 | - | |
| Equipment Purchase | 3,899.00 | 5,000.00 | 1,101.00 | |
| Pinewoods building/lot lease* | | 15,000.00 | 15,000.00 | |
| Dues/Registration | 1,500.00 | 1,000.00 | (500.00) | |
| Cleaning Service | 75,000.00 | 80,000.00 | 5,000.00 | |
| Electricity | 158,575.00 | 158,575.00 | - | |
| Storm Water Drainage | 2,898.50 | 2,898.50 | - | |
| Gas Heat | 15,810.00 | 15,810.00 | - | |
| Water, Sewer, Garbage | <u>16,500.00</u> | <u>16,500.00</u> | - | |
| Totals | <u>1,933,156.00</u> | <u>1,984,561.00</u> | <u>51,405.00</u> | |
| Revenues over (under) expenditures | - | - | | |

REVISED DRAFT
BUDGET PROPOSAL NARRATIVE

FY2016

Prepared by Valerie Bell

REVENUE:

The Athens-Clarke County Commission increased the contribution 1.68 % or \$30,000. We believe that this amount reflects a mandated increase of \$26,000 in GHI employer contributions. The copy machines, meeting room rentals and Winterville Branch fines and fees came in higher than the original FY2015 estimation. For that reason, appropriate adjustments have been made to the 2016 estimate of revenue.

Revenue from Passport Services received the highest growth since its inception in 2004. The actual amount collected in FY2015 was \$76,181 a 32% increase over FY2014 (\$60,178). The expectation is that this figure will continue to increase in 2016.

Future Revenue Sources:

We are always investigating methods and services to increase revenue sources for Athens-Clarke County and for the Region. To that end, we have made preliminary inquiries regarding the installation of solar panels to the roof of the headquarters facility. Currently, ACCL budgets \$158,575 annually for electric. The monthly bill is estimated between \$12,000 and \$15,000. It would be beneficial to recoup some of that operating capital. I believe that we may be able to use SPLOST and MRR funds to install the solar panels. Investigation of this topic continues.

EXPENDITURES:

Wages/Salaries:

| 2015 Wages | 2015 Benefits | 2015 TOTAL | 2016 Wage Request | 2016 Benefits | 2016 REQUEST TOTAL |
|------------|---------------|------------|-------------------|---------------|--------------------|
| 1,257,202 | 264,900 | 1,522,102 | 1,282,346 | 272,431 | 1,554,777 |

The increase in the wages/benefits line reflects a 2% salary increase for ACCL employees. This increase is in keeping with the Athens-Clark County FY16 Mayor Recommended Budget.

"The FY16 Budget include funding in support of the Mayor and Commission Goal to continue to recruit, retain and reward ... employees... across all funds, the budget includes... a 2% market and pay table adjustment to recruit and retain quality employees..."

For the most part, expenditures will remain flat during FY2016. The Library is in the operating mode of sustaining services without any major increases. Therefore, there are no proposed changes to the following line items:

- Workers Comp
- Equipment Repair & Maintenance
- Postage
- Insurance
- Materials
- Printing & Publicity
- Electricity
- Storm Water Drainage
- Gas Heat
- Water, Sewer, Garbage

Telephone:

The new rules for e-rate include the 20% increase in the amount that the library has to contribute. That increase is reflected in the 2015 estimate.

Travel:

A conservative \$1,500 increase is being requested in the travel expenditure line. In 2016 the bi-annual **Public Library Association Conference** is being held from April 5th – 9th in Denver Colorado. This is the premiere conference for public libraries across the country. The **Public Library Association (PLA)**, a division of the American Library Association, is a professional association of public librarians and supporters dedicated to the "development and effectiveness of public library staff and public library services." In keeping with this mission, the PLA provides continuing education to members, hosts a biennial professional conference, publishes a trade journal, and advocates for public libraries and literacy. The PLA has over 9,000 members, and was founded in 1944. It would be beneficial to send a few key staff to this conference.

Attendance at **Computers in Libraries Conference** would also be a benefit to ACCL. This annual conference continues a long tradition of reviewing emerging technologies, hearing from cutting edge practitioners, sharing case studies from innovative libraries, and insights from information industry leaders. The sessions are library practical so participants can apply what they learn at the conference directly within their communities.

Advertising:

We will be saving approximately \$2,000 on the advertising budget for this fiscal year. The Library is working on an Advocacy Campaign to ensure that all Athens-Clarke County residents know and utilize the library services. We believe that this year-long campaign will also help when we begin to seek funding from the County Commissioners for fiscal year 2017.

Supplies:

Mostly due to Joy Ovington's aggressive negotiations, we are able to decrease the estimated amount needed for supplies.

Equipment Purchase:

We have a need for several items of a technology nature this year. The estimate has increased by \$1,000.

Pinewoods building/lot lease

A new entry appears on the expenditure side this year that is the rental of the Pinewoods Branch. This expenditure has always been part of the budget, but did not appear. The Pinewoods branch offers a full slate of programs and community activities. They are currently in a cramped double-wide trailer located at 1465 US Highway 29. As the programs, use, community involvement and services continue to rise at Pinewoods, space has become an issue. The rental for the double-wide trailer has been \$10,000 per year since ACCL acquired the facility. After some negotiations, we now have the opportunity to rent a triple-wide trailer for an additional \$5,000 per year. On May 12, 2015 ACCL received a Better World Books LEAP Grant of \$15,000 for the Pinewoods Branch. This grant is to be used to move and set up the new facility, which would be right across the street from the current location and in the middle of the community neighborhood.

Dues and Registration:

Estimates from last year's use indicate that we can set this line item at \$1,000 a savings of \$500.

Cleaning Service:

Bobby Wright, owner and operator of our janitorial service, has informed me that the company has been losing money on this contract. They had originally requested \$83,000 in their bid for last years' service. Because of heavy use by the community, supplies have been running over the amount that was originally estimated. This particular company performs a conscientious and excellent job for the library. An increase of \$5,000 is what the owner has requested.

DIRECTOR'S REPORT
to the
ATHENS-CLARKE COUNTY LIBRARY BOARD OF TRUSTEES

Prepared & Submitted by Valerie Bell, Director
July 14, 2015

News from the State GPLS:

- State Librarian Julie Walker re-posted (on her Facebook page) the Hugh Acheson event. Since so many people are connected to Julie through her Facebook page, it was a nice shout-out to ACCL Friends and supporters.
- ACCL will be the site of the GPLS' hosting the next PINES (the online Integrated Library System) Mini-Conference on August 25-26, 2015.
- Athens will be the host site of COMO this year at the Classic Center. We have some staff members presenting at this conference. COMO is the Council of Media Organizations—Georgia's public librarians and media specialists will be in attendance October 7-9.

Programs & Services Update:

The ALA Traveling Exhibit *Dust, Drought and Dreams Gone Dry*, was a huge success. We hosted 11 programs held April 29th through June 26th with a total attendance of 550. In all, we estimate that 4976 residents visited the exhibit.

Below are the numbers and total for all the Dust Bowl programs:

1. Dust Bowl Trivia Night (was not in brochure) - 5
 2. Dr. Forrest Stegelin - Exhibit opening and lecture - 40
 3. Solar Energy Alternatives (Green Bag Lunch) program - 31
 4. Go Green Day @ Your Library - 65
 5. Theatrical Staged Reading *In Time for the Postman* – a total of 185 attended the two performances featuring local actors. The play has been saved on our [acclibrary YouTube channel for viewing](#). To date, we have received 53 views of the play online.
 6. Film Screening of Ken Burns' *The Dust Bowl* documentary - 19 and 20
 7. Susan Best - *Tree Diseases and Sustainability During the Dust Bowl* - 12
 8. *Documenting The Dust Bowl: Photojournalism, Propaganda, and the Democratization of Photography* - 50 (This was arranged by Van Burns for Reflecting, Sharing, Learning)
 9. *Dust Bowl Poverty and the Farm* (Dr. Glenn Ames) - 38
 10. Film Screening of *The Grapes of Wrath* - 17
 11. One Book, One Community - Three ACCL book groups read one book and came together to discuss - 15
-
- Summer Food Service Program from the USDA via Georgia Department of Early Care and Learning Bright from the Start agency, administered locally by the Athens Housing Authority, has partnered with the library to serve free lunches to area children 18 and under. The library is one of 24 sites in Clarke County. We have served 232 lunches since the program started on May 30th. We serve for one hour on Mondays, Wednesdays and Fridays. The program concludes on Friday, July 17.

We've had very good responses and feedback from our patrons and the community at large. We've seen quite a few children come most every day, and we think they may have gone without a lunch if not for this library lunch program.

- As part of the Heritage Room's participation in the Public Library Partnership Project (PLPP)--collaboration between the Digital Public Library of America and its partners, including the Digital Library of Georgia--several images from the Heritage Room's ARLS archives have been selected for an online exhibit called "A History of US Public Libraries". If you're not familiar with the DPLA, it is a national portal to manuscript, archival and museum collections in repositories across the country. It's free to use, and has a powerful search interface. The links to the photographs from the library archives are [here](#), [here](#), [here](#), [here](#), and [here](#). The link to the main exhibit page is [here](#).
- The Flagpole Digitization Project is moving forward. Heritage Room interns have been capturing images from microfilm of every Flagpole from its inception in 1987. They are just starting the 21st century. They are passing these images and associated metadata to the Digital Library of Georgia for post-processing and uploading to the web. This project is unique for the state of Georgia because it is the first time libraries have worked in tandem with a current newspaper still in publication. Needless to say, Flagpole editor and publisher Pete McCommons has been a huge supporter in this process.

Personnel Updates:

- Evan Bush has accepted the position of Coordinator of Youth Services for the Athens-Clarke County Library. Evan has more than 11 years of library experience in Children's Services, and also taught elementary for five years in Clarke County. No stranger to Athens, Evan worked at ACCL from 1999 through 2006. He was the Lay Park Branch Manager in 2002 and a Children's Librarian at ACCL 1999 through 2002. During his tenure with Athens he created such programs as The Hogwarts Summer School, One Spooky Night, the Adult Storytelling Series and chaired the Stitching Stars Storytelling Festival. Evan worked for nearly three years in Derry, N.H. as the head of the library's Children's Department. He moved back to Georgia in 2014, and for the past year has been the Assistant Director of the Piedmont Regional Library System. In addition to his library skills, Evan brings with him a host of creative accomplishments. He sings, plays the guitar, harmonium and washboard, teaches yoga and writes and illustrates on the side. At Athens, Evan will be responsible for the day-to-day operations of the ACCL Children's Department. Additionally, Evan will be working with Children's Services staff across the Region on collection development, system programming, and idea exchange and support. Evan's first day at ACCL will be Monday, June 27.

Statistics:

- Preliminary circulation statistics for FY15 are attached. Not surprisingly, the Main Branch on Baxter Street makes up 93% of the total circulation. Encouragingly, books of all kinds and all ages represent 60% of the total circulation. That is followed by DVD's and Video with 22% of the total circulation. Children's books are 55% of our book circulation. A more complete analysis of our use statistics will be available for the next Board meeting once our FY15 Annual Report has been submitted.

Staff Presentations:

Deupree Hall Plaque: Angela Stanley, Heritage Room Librarian

Deupree Hall [Deupree's Hall] once stood at the corner of Broad & Thomas streets, facing Broad. It was the precursor to the Athens Opera House, built during Reconstruction but sadly demolished in the 1970s. A descendant of Mr. Deupree has on his late mother's property a plaque from this historic building, for which he hopes to find a home. A photo of the stone plaque is attached.

It was suggested by Steven Brown, University Archivist Emeritus at UGA, that ACCL might be able to afford space on its grounds to lay the stone edifice, accompanied by a descriptive bronze plaque. It could serve as a "teaser" for the Heritage Room, as well as a move by the Library to preserve a (literal) piece of history. We could perhaps partner with the Athens-Clarke Heritage Foundation or the Athens Historical Society to defray the cost of the plaque and/or the cost of moving the heavy stone pieces.

Photos of a few locations along the front-facing side of the Library's property where the plaque could be placed are also included below.

The following research on Deupree Hall was conducted by Mr. Brown:

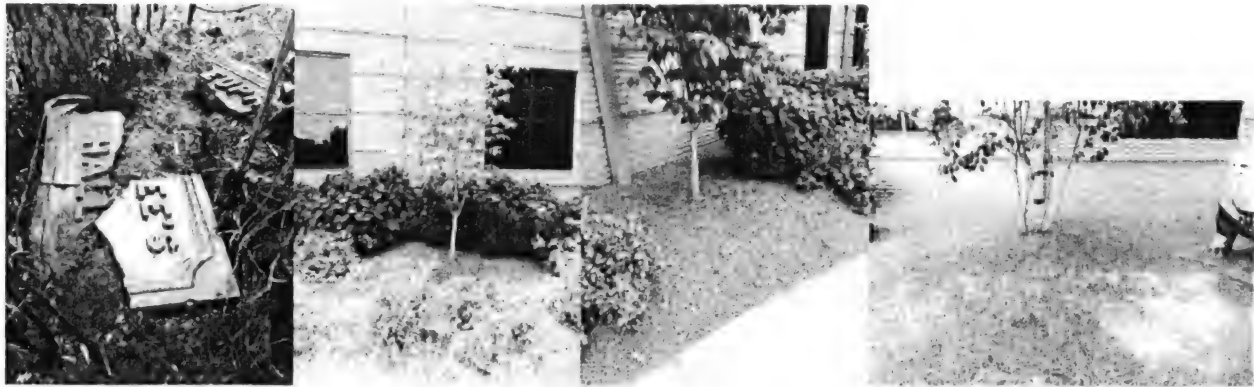
"According to A.L. Hull's "Annals of Athens" the hall was built by Mr. Lewis J. Deupree, a wealthy man of Lexington, Georgia just after the war, the first sign of economic revival in Athens. Deupree paid \$10,000 for tract of land, according to Hull and the stores "were considered the finest and choicest in the town." Hull credits Capt. John W. Brumby as supervising construction and George Manes as "doing the work." He mentions the hall as hosting skating and large religious revival conducted by a J.A. Munday. Hull sometimes refers to the building as the Deupree Block.

Sylvanus Morris in his "Strolls Around Athens in the Early Seventies" remembers it as being built in the early 1870s. He writes, "...Capt. James McCulloch was architect, and Capt J.W. Brumby, the contractor. It was considered a wonder and people came for miles to see it. It was the scene of the only theatrical performances of that day, the Swiss Bell Ringers and Sol Smith Russell, Old John Templeton barn-stormed there in tragedy and moral plays. The May party for the benefit of the monument (the Confederate Monument, I assume) opened the Deupree Hall."

In the photographic book by Albin Hajos, "Hajos' Athens, GA" published in 1900 there is a good view of the front of the hall on the 9th page of photographs inscribed "View up Broad Street." The impressive three story brick structure with the awnings at the right of the photo should be Deupree. In our Georgia Photo file we have a photo of the much-degraded building being demolished in, I think the early 1970s.

In Box 21 of our Theatre Program Collection (collection MS 3521) there are three programs from Deupree Hall in the early 1870s (including "Mrs. Jarley's Celebrated Automatic Waxworks"). I know somewhere I've read of Gilbert and Sullivan's "Mikado" being performed there as well. I suspect you would find many other references by searching the name of the hall in the scanned newspaper files for Athens that are on the Digital Library of Georgia website at <http://athnewspapers.galileo.usg.edu/athnewspapers-j2k/search>. I've never found any plans for the building, but you can see its footprint and the surrounding businesses over time on the Sanborn Fire Atlas maps on the DLG site at <http://dlg.galileo.usg.edu/MediaTypes/Fireinsurancemaps.html>. "

Board Action Requested: Approve the Library enter negotiations with the Deupree family to bring the plaque to the ACCL Baxter Street site at the location identified in the photo below.



Pinewoods Library and Learning Center – Celebrating Success: Lorena Gay-Griffin, Outreach Librarian

The Pinewoods Library and Learning Center has a ten-year history of success in meeting its mission of serving the literacy and educational needs of the Latino immigrant population in Athens, GA. The library serves its targeted population with a unique and highly effective model. Its location in the mobile home park community allows residents of this primarily Mexican mini-village to access services in the heart of their neighborhood without limitations posed by a lack of transportation.

This fiscal year, the Pinewoods branch will benefit from three grants. Dr. Silvia Nogueron-Liu, UGA professor of Language and Literacy, will facilitate a literacy research project involving Latino children ages 6-9 and their parents. Also this fall, programs for "500 Years of Latino History," a \$10,000 grant from the National Endowment for the Humanities and the American Library Association, will begin. Co-written with the Latin American and Caribbean Studies Institute and UGA Libraries, the grant will provide the library with \$500 for Pinewoods' annual Hispanic Heritage Festival in September and \$1500 toward the purchase of new Spanish language books for the system. The Baxter Street location will host a variety of related programs, including book discussions, movies and scholarly discussion around the "500 Years of Latino History" PBS series. Additional programs will be held on the UGA campus.

Finally (and most exciting), the Pinewoods Library has been awarded a \$15,000 grant from Better World Books to enable relocation to a larger, triple-wide structure. We have applied for an additional \$15,000 grant from Jackson EMC, which has yet to be decided. With the board's approval, we will be moving to a trailer that is twice the square footage of our existing structure. This will offer additional classroom space so that multiple programs may be held simultaneously during those hours when residents are most able to attend. The new building will also provide privacy for patrons who rely on the library staff to help them navigate social service and health care systems.

The library is a shining light in the Athens community and enjoys overwhelming support from the University of Georgia (UGA) and surrounding organizations. The impact Pinewoods Library makes is demonstrable. In FY2015 there were 23,290 visits to this 1,440 square foot building. Volunteers donated 1,615 hours. Staff and volunteers conducted 195 youth programs and 113 adult programs. Among the valuable programs offered there are after-school tutoring, children's summer reading programs, English as a Second Language, computer instruction, literacy classes, and basic living skills, such as budgeting and nutrition.



Pinewoods children receive after-school tutoring from University of Georgia service learning students.



Celebrating Hispanic Heritage Month



The University of Georgia Extension Service instructs Pinewoods women in providing nutritional meals on a budget.

Plan is attached.

Athens Regional Library System
Reimagine Your Library
Public Relations Plan

Executive Summary

“Reimagine Your Library” is an advocacy/awareness campaign for the Athens Regional Library System which will take place during Fiscal Year 2016. The campaign will use a variety of methods to educate the public and stakeholders about library services and programs while encouraging community residents to “reimagine” all the possibilities they can find in our libraries. Methods include updated promotion materials, paid advertising in the form of billboards and radio spots, public outreach at community events, presentations to civic groups, social media and traditional media outreach. The campaign’s success will be determined through output measures in the form of FY2016 statistics for library card holders, circulation, program attendance and use of the system’s online resources; and outcome measures in the form of public stories collected and the overall increase in funding for area branches.

Situation Analysis

The Athens Regional Library System includes 11 library branches in five Northeast Georgia counties: Athens-Clarke, Franklin, Madison, Oconee and Oglethorpe counties. The system serves both rural and urban areas, from small resource centers to the large headquarters. There is little coordination among the branches for messaging. The system’s budget for marketing and public relations is small, and staff availability for marketing and public relations functions is minimal throughout the region.

As libraries’ roles continue to expand, library funding is stretched farther and farther. There is a strong need for community support of the library system.

There is, however, great opportunity. Many people in the Northeast Georgia area are fans of libraries in general, so they are likely to be receptive to messaging about library services. Many ideas about library services and offerings are often outdated, and people are usually pleasantly surprised when they learn that their local libraries offer services far beyond books and periodicals.

Although the library system's budget for marketing is small, we are not without resources. The library system has a social media presence, which can be a platform for reaching audiences at no cost. The system has knowledgeable staff and the proper equipment for producing quality promotional material. Each county has its own Friends of the Library group with active volunteers. Each branch has partnerships with likeminded organizations in the system's individual communities.

Goal

Our goal is to inform the public about library programs and services and persuade them to see our library system in a new light. We want our public to see the library system as a critical part of the community's infrastructure and an essential resource in their lives, not just something nice to have.

By encouraging the public to see the library not only as a source of consumable information but also as a resource for creating information, the value of libraries in a changing landscape will be reinforced. Our newly informed public will then join us as advocates for library services.

Objectives

1. Update the library system's look.
2. Unify the library system's voice.
3. Inform the public and other stakeholders about library programs and services.
4. Give the audiences the tools and information they need to become library advocates.

Target Audiences

This campaign will cover the entire Athens Regional Library System: five counties (Clarke, Franklin, Madison, Oconee and Oglethorpe counties) with 11 library branches. With that scope in mind, there are five primary target audiences for this plan:

1. Potential Users (entrepreneurs, job seekers, families, makers, teens, active seniors, former users, people who don't have Internet at home, the tech "unsavvy," etc.)
2. Potential Influencers (civic groups, community leaders, partners such as the Broad Collective, tastemakers, etc.)

3. Internal audiences (staff, Friends of the Library groups, Boards of Trustees)
4. Elected officials (local and state)
5. Potential Donors

Key Messages

1. Everyone is welcome at the library.
2. The library has the power to change people's lives.
3. The library offers many unique services and programs for all ages, including emerging technologies.
4. The library is a resource for creating information in addition to consuming it.
5. The library is a critical part of the community's infrastructure.

Strategies

1. We will refresh and unify the Library System's look with new graphic communication.
2. We will establish a Speakers Bureau with a customizable PowerPoint presentation so we can reach out to community groups and civic organizations throughout our region.
3. We will purchase advertising (radio and billboards) to create greater awareness of the library system's programs and services.
4. We will reach out to traditional media outlets, including local print and radio.
5. We will use online resources, including the Library's website and social media, to engage our audiences.
6. We will interact directly with our targeted audiences by appearing at community events, and contacting audiences through direct mail.
7. We will keep library staff and Board members informed of progress.

Tactics

The following tactics will be used to support the above strategies and meet our objectives:

Tactics for Strategy 1 – Graphics:

1. The Public Relations Specialist and Public Relations intern will coordinate with Van Burns and Lane Moseley in the design and printing of READ posters featuring area community leaders. Branch managers will be asked to line up at least three community leaders in their local communities to participate. These posters will be displayed in the library

branches, given to the featured leaders and digitally distributed to area media outlets. The READ poster campaign will be ongoing throughout the year. *The first posters will debut in late August. The first subjects need to be contacted no later than August 1.*

2. The PR Specialist, PR Intern, Regional Coordinator, Van Burns and Lane Moseley will work together to design informational brochures for the branches.
3. A new logo will be unveiled at some point during this campaign.
4. The PR Specialist and Regional Coordinator will coordinate with library branch staff to ensure that staff are using Library Aware to create fliers, bookmarks and other printed materials to promote programs and services with a consistent look.
5. The library system's website, www.athenslibrary.org, will have some redesigned elements to go along with the new logo and the campaign. This will be coordinated by the Web Designer and PR specialist.
6. Van Burns and Lane Moseley will design branded slides that can be used for powerpoint presentations on a variety of subjects.

Tactics for Strategy 2 – Speakers Bureau:

1. The Regional Coordinator will create a Powerpoint presentation that can be adapted for each county.
2. This presentation will be made available to branch managers, Friends of the Library, and Library Trustees. A training session will be conducted at the 2015 Staff Development Day.
3. Branch managers will assist in compiling lists of civic groups and other organizations that have regular meetings.
4. The Regional Coordinator will check in with branch managers to ensure presentations are being scheduled at these community and civic group meetings.

Tactics for Strategy 3 – Advertising:

1. The PR Specialist will line up radio advertising on Magic 102.1 FM, which will consist of sponsorship of the news/weather during morning drive in August (Back to School); October (follow-up from Library Card Sign-up Month); January (New Year's resolutions); May/June (Summer Reading).
2. The PR Specialist will line up billboard advertising through Fairway Outdoor to highlight the campaign. The billboard campaign will consist of four billboards, designed in-house. Locations will be chosen for maximum coverage of our region. We will run the billboards in September (Library Card Sign-up Month), February (Library Lovers Month) and April (National Library Week). In addition, the PR Specialist will negotiate for public service billboards (at no cost other than materials) when possible.

Tactics for Strategy 4 – Media Outreach:

1. Using an established network for local media distribution, the PR Specialist will send out news releases and public service announcements to communicate with the public at large as needed.
2. The Assistant Director for Collections and Grants will compile letters to the editor we can send out to local newspapers.

Tactics for Strategy 5 – Social Media:

1. The Library's Social Media team will ensure that all social media accounts associated with library branches and departments are sending out consistent messaging.
2. The Social Media team will establish a regional Instagram account (@athens_regional_libraries) to highlight unique programs and features at all library branches. Branch staff are responsible for submitting photos for this account. The PR Specialist and PR intern are responsible for posting.
3. The PR Specialist will coordinate with the Web Designer for appropriate web updates.
4. Library staff will create at least six brief, lively, entertaining videos to be posted online to promote library programs and services throughout the year. These videos will be shared on social media and the library system's website.

Tactics for Strategy 6 – Direct Interaction with the Public"

1. Branch managers will assist Regional Coordinator and PR Specialist in compiling a calendar of community events such as fairs and festivals.
2. The PR Specialist will work with the Regional Coordinator and others to create a visually appealing and informative library display that can be taken to fairs and festivals. Library staff will have new and enticing "giveaways" to take to community events to make the display more interactive and appealing to passers-by.
3. Library staff will plan special events in the branches for Library Card Sign-Up Month in September, Love Your Library Month in February, and National Library Week in April. Alisa Claytor and Nicole Oderisi are coordinating Library Card Sign-Up Month.
4. We will do a direct mail campaign through the U.S. Postal Service with postcards highlighting library services.

Tactics for Strategy 7 – Communication with staff and boards:

1. The Library Director will update Board members at their regular meetings and via email as needed.
2. The Library Director and PR Specialist will regularly update staff.

FY2015 Preliminary Circulation Statistics

| ITEM | BAXTER | EAST | LAY | PWOODS | WINT | ACCL | % of Grand Total |
|---------------------------------|----------------|--------------|--------------|---------------|---------------|----------------|------------------|
| Books (all ages) | 430,968 | 205 | 193 | 371 | 15,408 | 447,145 | 60% |
| Spoken Word | 31,222 | 1 | 0 | 8 | 361 | 31,592 | 4% |
| DVD & Video | 162,756 | 26 | 19 | 303 | 1,352 | 164,456 | 22% |
| Kit | 2,675 | 0 | 0 | 1 | 11 | 2,687 | 0% |
| Music | 4,536 | 0 | 0 | 0 | 24 | 4,560 | 1% |
| Realia & Equip | 162 | 0 | 0 | 98 | 0 | 260 | 0% |
| Pass | 307 | 0 | 5 | 0 | 16 | 328 | 0% |
| Talking Book | 1 | 0 | 0 | 0 | 0 | 1 | 0% |
| Microform & Software | 124 | 0 | 0 | 0 | 0 | 124 | 0% |
| Non-cat ? | 14,504 | 1,905 | 4,006 | 8,953 | 1,468 | 30,836 | 4% |
| Non-cat A Paperback | 7,690 | 0 | 0 | 621 | 134 | 8,445 | 1% |
| Non-cat J Paperback | 63 | 2,051 | 2,749 | 5,988 | 48 | 10,899 | 1% |
| Non-cat Magazine | 3,933 | 0 | 0 | 406 | 1,078 | 5,417 | 1% |
| Non-cat Newspaper | 3,675 | 0 | 0 | 172 | 0 | 3,847 | 1% |
| GADD Audio | 13,041 | 0 | 0 | 5 | 258 | 13,304 | 2% |
| GADD E-book | 14,457 | 5 | 0 | 5 | 671 | 15,138 | 2% |
| Zinio | 4,514 | 0 | 0 | 0 | 0 | 4,514 | 1% |
| Circulation Total | 694,628 | 4,193 | 6,972 | 16,931 | 20,829 | 743,553 | |
| % of Grand Total | 93.42% | 0.56% | 0.94% | 2.28% | 2.80% | | |
| | | | | | | | |
| JUV Total | 230,413 | 1,286 | 1,501 | 3,201 | 9,452 | 245,853 | 55% |
| YA Total | 29,987 | 7 | 7 | 30 | 612 | 30,643 | |

Primary Account: 712-02337

ATHENS-CLARKE COUNTY LIBRARY
ENDOWMENT FUND, INC
ATTN KATHRYN AMES
2025 BAXTER ST
ATHENS GA 30606-6331

If you have questions on your statement,
call 24-Hour Assistance:
(800) MERRILL
(800) 637-7455

Investment Advice and Guidance:
Call Your Financial Advisor

Your Financial Advisor:
FRIERSON PARKER GROUP
P.O. BOX 1648
ATHENS GA 30603
1-800-388-2855

Up-to-date account information can be viewed
at: www.mymerrill.com, where your statements
are archived for three or more years.

Questions about MyMerrill? Click the "help" tab
at the top of the screen once you log in.

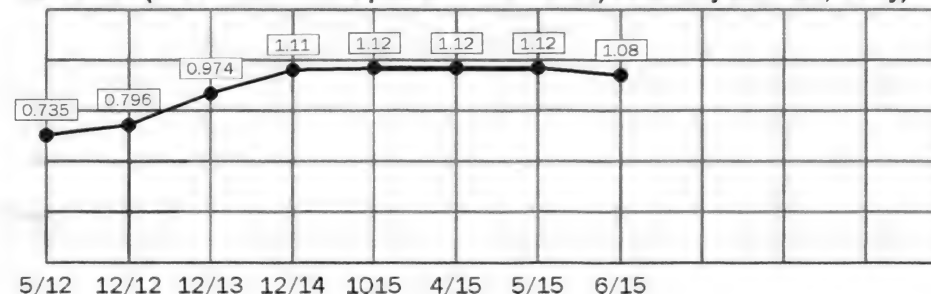
YOUR MERRILL LYNCH REPORT

May 30, 2015 - June 30, 2015

PORTFOLIO SUMMARY

| | June 30 | May 29 | Month Change |
|---------------------------------------|-----------------------|-----------------------|------------------------|
| Net Portfolio Value | \$1,082,194.29 | \$1,117,206.17 | (\$35,011.88) ▼ |
| Your assets | \$1,082,194.29 | \$1,117,206.17 | (\$35,011.88) ▼ |
| Your liabilities | - | - | - |
| Your Net Cash Flow (Inflows/Outflows) | \$8.66 | (\$18.80) | |
| Securities You Transferred In/Out | \$4.45 | \$4.45 | |
| Subtotal Net Contributions | \$13.11 | (\$14.35) | |
| Your Dividends/Interest Income | \$4,546.30 | \$2,361.71 | |
| Your Market Change | (\$39,571.29) | (\$6,039.63) | |
| Subtotal Investment Earnings | (\$35,024.99) | (\$3,677.92) | |

Total Value (Net Portfolio Value plus Assets Not Held/Valued By MLPF&S, if any) in millions, 2012-2015



GO GREEN: GET INFORMATION ONLINE, NOT IN YOUR MAILBOX

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Are Not Bank Guaranteed

May Lose Value

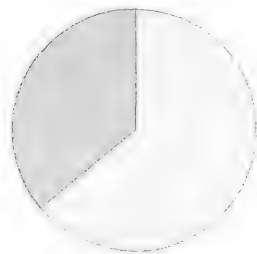


YOUR PORTFOLIO REVIEW

May 30, 2015 - June 30, 2015

ASSET ALLOCATION*

* Estimated Accrued Interest not included; may not reflect all holdings; does not include asset categories less than 1%; includes the categorical values for the underlying portfolio of individual mutual funds, closed end funds, and UITs.



| | Current Value | Allocation |
|--------------|-----------------------|-------------|
| Equities | 688,077.52 | 63.96% |
| Fixed Income | 387,704.84 | 36.04% |
| TOTAL | \$1,075,782.36 | 100% |

CURRENT INCOME



| | This Report | Year To Date |
|----------------------|-------------------|--------------------|
| Tax-Exempt Interest | | |
| Taxable Interest | 628.95 | 3,017.49 |
| Tax-Exempt Dividends | | 1,112.20 |
| Taxable Dividends | 3,917.35 | 18,141.71 |
| Total | \$4,546.30 | \$22,271.40 |

Your Estimated Annual Income **\$49,737.56**

BOND MATURITY SCHEDULE

Does not include Fixed Income Mutual Funds

| Maturity Years | % of Total Bond Assets | Par Value | Estimated Market Value |
|----------------|------------------------|---------------|------------------------|
| <1 | 65% | 50,000 | 50,124.00 |
| 20+ | 35% | 25,000 | 27,389.00 |
| Total | 100% | 75,000 | \$77,513.00 |

TOP FIVE PORTFOLIO HOLDINGS

Based on Estimated Market Value

| | Current Value | % of Portfolio |
|---------------------------|---------------|----------------|
| LORD ABBETT SHORT | 101,221.84 | 9.36% |
| AMEX TECHNOLGY SELCT SPDR | 62,100.00 | 5.74% |
| ELI LILLY & CO | 58,443.00 | 5.40% |
| GE MONEY BANK | 50,124.00 | 4.64% |
| REALTY INCM CRP MD PV\$1. | 44,390.00 | 4.10% |

Online at: www.mymerrill.com

Account Number: 712-02337

24-Hour Assistance: (800) MERRILL

ATHENS-CLARKE COUNTY LIBRARY
ENDOWMENT FUND, INC
ATTN KATHRYN AMES
2025 BAXTER ST
ATHENS GA 30606-6331

Net Portfolio Value: **\$1,082,194.29**

Your Financial Advisor:
FRIERSON PARKER GROUP
P.O. BOX 1648
ATHENS GA 30603
1-800-388-2855

EMA[®] ACCOUNT

This account is enrolled in the Merrill Lynch Personal AdvisorSM Program

May 30, 2015 - June 30, 2015

| ASSETS | June 30 | May 29 |
|----------------------------|-----------------------|-----------------------|
| Cash/Money Accounts | 5,584.11 | 1,353.06 |
| Fixed Income | 286,483.00 | 291,485.50 |
| Equities | 586,080.52 | 612,866.20 |
| Mutual Funds | 203,218.84 | 210,921.91 |
| Options | - | - |
| Other | - | - |
| Subtotal (Long Portfolio) | 1,081,366.47 | 1,116,626.67 |
| Estimated Accrued Interest | 827.82 | 579.50 |
| TOTAL ASSETS | \$1,082,194.29 | \$1,117,206.17 |
| LIABILITIES | | |
| Debit Balance | - | - |
| Short Market Value | - | - |
| TOTAL LIABILITIES | - | - |
| NET PORTFOLIO VALUE | \$1,082,194.29 | \$1,117,206.17 |

| CASH FLOW | This Statement | Year to Date |
|------------------------------------|-------------------|---------------------|
| Opening Cash/Money Accounts | \$1,353.06 | |
| CREDITS | | |
| Funds Received | - | - |
| Electronic Transfers | - | - |
| Other Credits | 8.66 | 8.66 |
| Subtotal | 8.66 | 8.66 |
| DEBITS | | |
| Electronic Transfers | - | - |
| Margin Interest Charged | - | - |
| Other Debits | - | (5,278.33) |
| Visa Purchases (debits) | - | - |
| ATM/Cash Advances | - | - |
| Checks Written/Bill Payment | - | - |
| Subtotal | - | (5,278.33) |
| Net Cash Flow | \$8.66 | (\$5,269.67) |
| Dividends/Interest Income | 4,546.30 | 22,271.40 |
| Dividend Reinvestments | (323.91) | (2,005.02) |
| Security Purchases/Debits | - | (164,188.71) |
| Security Sales/Credits | - | 146,231.34 |
| Closing Cash/Money Accounts | \$5,584.11 | |
| Securities You Transferred In/Out | 4.45 | 8.90 |

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YOUR EMA BANK DEPOSIT INTEREST SUMMARY

May 30, 2015 - June 30, 2015

| Money Account Description | Opening Balance | Average Deposit Balance | Current Yield% | Interest on Deposits | Closing Balance |
|--------------------------------------|-----------------|-------------------------|----------------|----------------------|-----------------|
| Bank of America, N.A. | 1,352 | 3,542 | .01 | 0.04 | 5,584 |
| TOTAL ML Bank Deposit Program | 1,352 | | | 0.04 | 5,584 |

ITEMS FOR ATTENTION

| Security | Message | Date | Security | Message | Date |
|---------------|----------|----------|----------------|------------------|------|
| GE MONEY BANK | Maturing | 08/20/15 | ELI LILLY & CO | Opinion Upgraded | |

YOUR EMA ASSETS

CASH/MONEY ACCOUNTS

| Description | Quantity | Total Cost Basis | Estimated Market Price | Estimated Market Value | Estimated Annual Income | Est. Annual Yield% |
|---------------------------------|----------|------------------|------------------------|------------------------|-------------------------|--------------------|
| CASH | 0.11 | 0.11 | | .11 | | |
| + ML BANK DEPOSIT PROGRAM | 5,584.00 | 5,584.00 | 1.0000 | 5,584.00 | 1 | .01 |
| + FDIC INSURED NOT SIPC COVERED | | | | | | |
| TOTAL | | 5,584.11 | | 5,584.11 | 1 | .01 |

CDs/EQUIVALENTS

| Description | Acquired | Quantity | Adjusted/Total Cost Basis | Estimated Market Price | Estimated Market Value | Unrealized Gain/(Loss) | Estimated Accrued Interest | Estimated Current Annual Income | Yield% |
|---|----------|---------------|---------------------------|------------------------|------------------------|------------------------|----------------------------|---------------------------------|--------|
| GE MONEY BANK DRAPER, UT 02.200% AUG 20 2015 CUSIP: 36159AXC9 | N/A | 50.000 | N/A | 100.2480 | 50,124.00 | N/A | 391.78 | 1,100 | 2.19 |
| TOTAL | | 50,000 | | | 50,124.00 | | 391.78 | 1,100 | 2.19 |

ATHENS-CLARKE COUNTY LIBRARY

Account Number: 712-02337

YOUR EMA ASSETS

May 30, 2015 - June 30, 2015

| MUNICIPAL BONDS | | | Adjusted/Total | Estimated | Estimated | Unrealized | Estimated | Estimated Current | |
|---|----------|----------|----------------|--------------|------------------|-------------|------------------|-------------------|--------|
| Description | Acquired | Quantity | Cost Basis | Market Price | Market Value | Gain/(Loss) | Accrued Interest | Annual Income | Yield% |
| Δ MUNICIPAL ELEC AUTH GA | 01/23/13 | 25,000 | 29,012.84 | 109.5560 | 27,389.00 | (1,623.84) | 436.04 | 1,764 | 6.43 |
| PLT VOGTLE A RF TAXABLE MAR10 07.055%APR01 2057 | | | | | | | | | |
| MOODY'S: BAA2 S&P: A- CUSIP: 626207YS7 | | | | | | | | | |
| ORIGINAL UNIT/TOTAL COST: 116.2500/29,062.50 | | | | | | | | | |
| TOTAL | | 25,000 | 29,012.84 | | 27,389.00 | (1,623.84) | 436.04 | 1,764 | 6.44 |
| PREFERRED STOCKS | | | Adjusted/Total | Estimated | Estimated | Unrealized | Estimated | Estimated Current | |
| Description | Acquired | Quantity | Cost Basis | Market Price | Market Value | Gain/(Loss) | Accrued Interest | Annual Income | Yield% |
| AFLAC INC | 03/22/13 | 500 | 13,033.31 | 24.3600 | 12,180.00 | (853.31) | | 688 | 5.64 |
| NEW MONEY 05.500% SEP 15 2052 | | | | | | | | | |
| MOODY'S: BAA1 S&P: BBB+ CUSIP: 001055300 | | | | | | | | | |
| BB&T CORPORATION | 05/22/15 | 1,000 | 24,749.90 | 24.1300 | 24,130.00 | (619.90) | | 1,407 | 5.82 |
| SER E NON-CUM PFD STK 5.625% PERPETUAL | | | | | | | | | |
| MOODY'S: BAA1 S&P: BBB- CUSIP: 054937404 | | | | | | | | | |
| DUKE ENERGY CORP | 03/22/13 | 500 | 12,608.86 | 24.5300 | 12,265.00 | (343.86) | | 641 | 5.22 |
| JUNIOR SUB DEBENTURES 5.125% DUE 1/15/2073 | | | | | | | | | |
| MOODY'S: BAA1 S&P: BBB CUSIP: 26441C303 | | | | | | | | | |
| GOLDMAN SACHS GROUP INC | 11/21/13 | 1,200 | 21,695.88 | 19.8000 | 23,760.00 | 2,064.12 | | 1,134 | 4.77 |
| 3M LIBOR +75, 3.75% FLR NON-CUM FLOAT RATE PFD | | | | | | | | | |
| MOODY'S: BA1 S&P: BB CUSIP: 38143Y665 | | | | | | | | | |
| GOLDMAN SACHS GROUP INC | 01/09/14 | 300 | 5,648.97 | 19.8000 | 5,940.00 | 291.03 | | 284 | 4.77 |
| Subtotal | | 1,500 | 27,344.85 | | 29,700.00 | 2,355.15 | | 1,418 | 4.77 |
| JPMORGAN CHASE & CO | 11/05/14 | 700 | 17,542.00 | 25.2500 | 17,675.00 | 133.00 | | 1,103 | 6.23 |
| NON-CUM SERIES W 6.30% PERPETUAL PFD STK | | | | | | | | | |
| MOODY'S: BAA3 S&P: BBB- CUSIP: 481246700 | | | | | | | | | |
| NATIONAL RETAIL PROPERTI | 05/22/14 | 1,000 | 23,379.90 | 24.2200 | 24,220.00 | 840.10 | | 1,426 | 5.88 |
| SERIES E CUM REDEEMABLE 5.70% PFD STK PERPETUAL | | | | | | | | | |
| MOODY'S: BAA2 S&P: BBB- CUSIP: 637417809 | | | | | | | | | |



YOUR EMA ASSETS

May 30, 2015 - June 30, 2015

| PREFERRED STOCKS (continued) | | | | | | | | | |
|--|----------|--------------|------------------------------|---------------------------|---------------------------|---------------------------|-------------------------------|------------------------------------|-------------|
| Description | Acquired | Quantity | Adjusted/Total Cost Basis | Estimated Market Price | Estimated Market Value | Unrealized Gain/(Loss) | Estimated Accrued Interest | Estimated Current Annual Income | Yield% |
| NATIONAL RETAIL PROPERTI | 02/19/15 | 500 | 12,596.15 | 24.2200 | 12,110.00 | (486.15) | | 713 | 5.88 |
| Subtotal | | 1,500 | 35,976.05 | | 36,330.00 | 353.95 | | 2,139 | 5.88 |
| NEXTERA ENERGY CAPITAL SERIES H JR SUB DEB 5.625% DUE 06/15/2072 MOODY'S: BAA2 S&P: BBB CUSIP: 65339K704 | 01/17/14 | 300 | 6,423.00 | 24.0500 | 7,215.00 | 792.00 | | 422 | 5.84 |
| NEXTERA ENERGY CAPITAL | 05/22/14 | 1,000 | 24,204.40 | 24.0500 | 24,050.00 | (154.40) | | 1,407 | 5.84 |
| Subtotal | | 1,300 | 30,627.40 | | 31,265.00 | 637.60 | | 1,829 | 5.84 |
| SUNTRUST BANKS INC PFD STK SER E NON CUM 05.875% PERPETUAL MOODY'S: BAA3 S&P: BB+ CUSIP: 867914889 | 02/19/15 | 500 | 12,388.94 | 24.3400 | 12,170.00 | (218.94) | | 734 | 6.03 |
| US BANCORP SHRS REP 1/1000 SHR SR B FLTR PERP NON CUM MOODY'S: A3 S&P: BBB CUSIP: 902973155 | 11/21/13 | 1,200 | 22,881.89 | 22.1700 | 26,604.00 | 3,722.11 | | 1,061 | 3.98 |
| US BANCORP | 01/09/14 | 300 | 5,937.00 | 22.1700 | 6,651.00 | 714.00 | | 266 | 3.98 |
| Subtotal | | 1,500 | 28,818.89 | | 33,255.00 | 4,436.11 | | 1,327 | 3.98 |
| TOTAL | | 9,000 | 203,090.20 | | 208,970.00 | 5,879.80 | | 11,286 | 5.40 |

PLEASE REFER TO NOTES BELOW FOR INFORMATION REGARDING CREDIT RATINGS.

| EQUITIES | | | | Unit | Total | Estimated | Estimated | Unrealized | Estimated Current | |
|-------------------------|--------|--------------|----------|------------|------------|--------------|--------------|-------------|-------------------|--------|
| Description | Symbol | Acquired | Quantity | Cost Basis | Cost Basis | Market Price | Market Value | Gain/(Loss) | Annual Income | Yield% |
| AGL RESOURCES INC | COM | GAS 11/16/12 | 400 | 37.4799 | 14,991.96 | 46.5600 | 18,624.00 | 3,632.04 | 816 | 4.38 |
| BCE INC | | BCE 07/13/12 | 300 | 41.9300 | 12,579.00 | 42.5000 | 12,750.00 | 171.00 | 648 | 5.07 |
| | | 09/20/12 | 200 | 44.1232 | 8,824.64 | 42.5000 | 8,500.00 | (324.64) | 432 | 5.07 |
| Subtotal | | | 500 | | 21,403.64 | | 21,250.00 | (153.64) | 1,080 | 5.07 |
| BRISTOL-MYERS SQUIBB CO | | BMJ 04/01/15 | 200 | 63.4462 | 12,689.24 | 66.5400 | 13,308.00 | 618.76 | 296 | 2.22 |

ATHENS-CLARKE COUNTY LIBRARY

Account Number: 712-02337

YOUR EMA ASSETS

May 30, 2015 - June 30, 2015

| EQUITIES (continued) | | | | | | | | | |
|-----------------------------|--------|----------|----------|-----------------|------------------|------------------------|------------------------|------------------------|--|
| Description | Symbol | Acquired | Quantity | Unit Cost Basis | Total Cost Basis | Estimated Market Price | Estimated Market Value | Unrealized Gain/(Loss) | Estimated Current Annual Income Yield% |
| CENTURYLINK INC SHS | CTL | 11/16/12 | 400 | 37.4512 | 14,980.48 | 29.3800 | 11,752.00 | (3,228.48) | 864 7.35 |
| | | 03/22/13 | 300 | 35.1057 | 10,531.71 | 29.3800 | 8,814.00 | (1,717.71) | 648 7.35 |
| Subtotal | | | 700 | | 25,512.19 | | 20,566.00 | (4,946.19) | 1,512 7.35 |
| COCA COLA COM | KO | 08/26/13 | 350 | 38.1459 | 13,351.07 | 39.2300 | 13,730.50 | 379.43 | 462 3.36 |
| | | 11/21/13 | 350 | 40.3299 | 14,115.47 | 39.2300 | 13,730.50 | (384.97) | 462 3.36 |
| | | 01/09/14 | 300 | 39.5399 | 11,861.97 | 39.2300 | 11,769.00 | (92.97) | 396 3.36 |
| Subtotal | | | 1,000 | | 39,328.51 | | 39,230.00 | (98.51) | 1,320 3.36 |
| CONOCOPHILLIPS | COP | 05/22/15 | 250 | 65.3451 | 16,336.28 | 61.4100 | 15,352.50 | (983.78) | 730 4.75 |
| CSX CORP | CSX | 05/22/15 | 300 | 35.3682 | 10,610.48 | 32.6500 | 9,795.00 | (815.48) | 216 2.20 |
| ↑ ELI LILLY & CO | LLY | 08/26/13 | 250 | 52.1951 | 13,048.78 | 83.4900 | 20,872.50 | 7,823.72 | 500 2.39 |
| | | 11/21/13 | 250 | 50.4258 | 12,606.45 | 83.4900 | 20,872.50 | 8,266.05 | 500 2.39 |
| | | 01/09/14 | 200 | 51.5499 | 10,309.98 | 83.4900 | 16,698.00 | 6,388.02 | 400 2.39 |
| Subtotal | | | 700 | | 35,965.21 | | 58,443.00 | 22,477.79 | 1,400 2.39 |
| ENTERPRISE PRDTS PRTN LP LP | EPD | 07/13/12 | 400 | 26.2977 | 10,519.08 | 29.8900 | 11,956.00 | 1,436.92 | 600 5.01 |
| GENERAL ELECTRIC | GE | 08/26/13 | 550 | 23.6575 | 13,011.63 | 26.5700 | 14,613.50 | 1,601.87 | 507 3.46 |
| | | 11/21/13 | 450 | 26.8660 | 12,089.70 | 26.5700 | 11,956.50 | (133.20) | 415 3.46 |
| Subtotal | | | 1,000 | | 25,101.33 | | 26,570.00 | 1,468.67 | 922 3.46 |
| GLAXOSMITHKLINE PLC ADR | GSK | 07/13/12 | 250 | 44.8569 | 11,214.23 | 41.6500 | 10,412.50 | (801.73) | 632 6.06 |
| | | 09/20/12 | 250 | 46.6566 | 11,664.15 | 41.6500 | 10,412.50 | (1,251.65) | 632 6.06 |
| | | 03/22/13 | 300 | 46.4957 | 13,948.71 | 41.6500 | 12,495.00 | (1,453.71) | 759 6.06 |
| | | 01/09/14 | 200 | 52.6699 | 10,533.98 | 41.6500 | 8,330.00 | (2,203.98) | 506 6.06 |
| Subtotal | | | 1,000 | | 47,361.07 | | 41,650.00 | (5,711.07) | 2,529 6.06 |
| HIGHWOODS PPTYS INC REIT | HIW | 08/26/13 | 380 | 34.1027 | 12,959.05 | 39.9500 | 15,181.00 | 2,221.95 | 646 4.25 |
| INTEL CORP | INTC | 04/03/14 | 700 | 26.2199 | 18,353.93 | 30.4150 | 21,290.50 | 2,936.57 | 672 3.15 |
| MERCK AND CO INC SHS | MRK | 04/01/15 | 200 | 56.3462 | 11,269.24 | 56.9300 | 11,386.00 | 116.76 | 360 3.16 |



YOUR EMA ASSETS

May 30, 2015 - June 30, 2015

| EQUITIES (continued) | | | | | | | | | |
|---|--------|----------|----------|--------------------|---------------------|---------------------------|---------------------------|---------------------------|---|
| Description | Symbol | Acquired | Quantity | Unit Cost Basis | Total Cost Basis | Estimated Market Price | Estimated Market Value | Unrealized Gain/(Loss) | Estimated Current Annual Income Yield% |
| NATIONAL RETAIL PPTYS INC | NNN | 07/13/12 | 800 | 28.4341 | 22,747.32 | 35.0100 | 28,008.00 | 5,260.68 | 1,344 4.79 |
| | | 09/20/12 | 400 | 29.8956 | 11,958.25 | 35.0100 | 14,004.00 | 2,045.75 | 672 4.79 |
| Subtotal | | | 1,200 | | 34,705.57 | | 42,012.00 | 7,306.43 | 2,016 4.79 |
| OCH-ZIFF CAPTL MANGMT GR CLASS A COMMON STOCK | OZM | 08/26/13 | 1,180 | 11.0457 | 13,034.04 | 12.2200 | 14,419.60 | 1,385.56 | 1,251 8.67 |
| PPL CORPORATION | PPL | 11/16/12 | 500 | 26.2312 | 13,115.61 | 29.4700 | 14,735.00 | 1,619.39 | 745 5.05 |
| PROCTER & GAMBLE CO | PG | 05/22/15 | 200 | 80.2373 | 16,047.46 | 78.2400 | 15,648.00 | (399.46) | 531 3.38 |
| REALTY INCM CRP MD PV\$1. REIT | O | 11/21/13 | 600 | 38.4063 | 23,043.81 | 44.3900 | 26,634.00 | 3,590.19 | 1,368 5.13 |
| | | 01/09/14 | 400 | 36.9619 | 14,784.76 | 44.3900 | 17,756.00 | 2,971.24 | 912 5.13 |
| Subtotal | | | 1,000 | | 37,828.57 | | 44,390.00 | 6,561.43 | 2,280 5.13 |
| ROYAL BANK CANADA PV\$1 | RY | 04/01/15 | 200 | 60.1200 | 12,024.00 | 61.1500 | 12,230.00 | 206.00 | 396 3.23 |
| ROYAL DUTCH SHEL PLC SPONS ADR B | RDSB | 11/16/12 | 200 | 66.9298 | 13,385.96 | 57.3500 | 11,470.00 | (1,915.96) | 752 6.55 |
| SOUTHERN COMPANY | SO | 11/21/13 | 400 | 41.5975 | 16,639.00 | 41.9000 | 16,760.00 | 121.00 | 868 5.17 |
| | | 01/09/14 | 600 | 40.4699 | 24,281.94 | 41.9000 | 25,140.00 | 858.06 | 1,302 5.17 |
| Subtotal | | | 1,000 | | 40,920.94 | | 41,900.00 | 979.06 | 2,170 5.17 |
| STARWOOD PPTY TR INC COMMON STOCK | STWD | 04/17/13 | 1,000 | 21.7360 | 21,736.06 | 21.5700 | 21,570.00 | (166.06) | 1,921 8.90 |
| STARWOOD WAYPOINT RESIDENTIAL TRUST SHS STARWOOD WAYPOINT | SWAY | 02/06/14 | 200 | 28.7000 | 5,740.00 | 23.7600 | 4,752.00 | (988.00) | 112 2.35 |
| TALEN ENERGY CORP SHS | TLN | 11/16/12 | 62 | 16.2862 | 1,009.75 | 17.1600 | 1,063.92 | 54.17 | |
| VERIZON COMMUNICATNS COM | VZ | 02/28/14 | 210 | 48.1150 | 10,104.15 | 46.6100 | 9,788.10 | (316.05) | 462 4.72 |
| | | 08/20/14 | 300 | 48.8800 | 14,664.00 | 46.6100 | 13,983.00 | (681.00) | 660 4.72 |
| | | 02/19/15 | 290 | 48.8898 | 14,178.07 | 46.6100 | 13,516.90 | (661.17) | 638 4.72 |
| Subtotal | | | 800 | | 38,946.22 | | 37,288.00 | (1,658.22) | 1,760 4.72 |
| TOTAL | | | | | 550,895.39 | | 586,080.52 | 35,185.13 | 27,033 4.61 |

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YOUR EMA ASSETS

May 30, 2015 - June 30, 2015

RESEARCH RATINGS

| Security | Symbol | BofAML Research | Morningstar | S&P |
|---------------------------|--------|--------------------|-------------|-------------|
| AGL RESOURCES INC COM | AGL | Underperform (A37) | Hold | Sell |
| BCE INC | BCE | Neutral (A27) | Hold | Hold |
| BRISTOL-MYERS SQUIBB CO | BMJ | Neutral (A27) | Hold | Hold |
| CSX CORP | CSX | Buy (B17) | Buy | Hold |
| CENTURYLINK INC SHS | CTL | Buy (B17) | Buy | Buy |
| CONOCOPHILLIPS | COP | Buy (B17) | Hold | Buy |
| COCA COLA COM | KO | Buy (A17) | Buy | Hold |
| GLAXOSMITHKLINE PLC ADR | GSK | Underperform (A38) | Hold | Sell |
| GENERAL ELECTRIC | GE | Buy (B17) | Buy | Buy |
| HIGHWOODS PPTYS INC | HIW | Buy (B17) | No Coverage | Hold |
| INTEL CORP | INTC | Buy (B17) | Hold | Buy |
| ELI LILLY & CO | LLY | Buy (A17) | Hold | Hold |
| MERCK AND CO INC SHS | MRK | Buy (A17) | Buy | Hold |
| NATIONAL RETAIL PPTYS | NNN | Buy (B17) | No Coverage | Hold |
| OCH-ZIFF CAPTL MANGMT GR | OZM | Buy (C17) | Buy | No Coverage |
| PPL CORPORATION | PPL | Buy (A17) | Buy | Hold |
| PROCTER & GAMBLE CO | PG | Buy (A17) | Buy | Hold |
| REALTY INCM CRP MD PV\$1. | O | Neutral (B27) | Buy | No Coverage |
| ROYAL DUTCH SHEL PLC | RDSB | N/A | Hold | No Coverage |
| ROYAL BANK CANADA PV\$1 | RY | Buy (B17) | Hold | Buy |
| SOUTHERN COMPANY | SO | Underperform (A37) | Buy | Hold |
| VERIZON COMMUNICATNS COM | VZ | Buy (A17) | Hold | Hold |
| ENTERPRISE PRDTS PRTN LP | EPD | Buy (B17) | Buy | Hold |

PLEASE REFER TO THE BACK OF YOUR STATEMENT FOR A GUIDE TO BofAML AND THIRD PARTY RESEARCH RATINGS.



YOUR EMA ASSETS

May 30, 2015 - June 30, 2015

| MUTUAL FUNDS/CLOSED END FUNDS/UIT Description | Quantity | Total Cost Basis | Estimated Market Price | Estimated Market Value | Unrealized Gain/(Loss) | Total Client Investment | Cumulative Investment Return (\$) | Estimated Annual Current Income | Yield% |
|--|----------|---------------------|------------------------------|---------------------------|---------------------------|-------------------------------|---|---------------------------------------|-------------------|
| AMEX TECHNOLGY SELCT SPDR SYMBOL: XLK Initial Purchase:08/26/13 Equity 100% | 1,500 | 56,325.53 | 41.4000 | 62,100.00 | 5,774.47 | 56,325 | 5,774 | 1,134 | 1.82 |
| KAYNE ANDERSON MLP SYMBOL: KYN Initial Purchase:07/13/12 Equity 100% | 1,300 | 42,173.21 | 30.6900 | 39,897.00 | (2,276.21) | 42,173 | (2,276) | 3,420 | 8.56 |
| LORD ABBETT SHORT DURATION INCOME FD CL F SYMBOL: LDLFX Initial Purchase:02/19/13 Fixed Income 100% .1740 Fractional Share | 22,849 | 105,753.29 | 4.4300 | 101,221.07 | (4,532.22) | 92,057 | 9,163 | 3,999 | 3.95 |
| | | 0.77 | 4.4300 | .77 | | | | 1 | 3.95 |
| Subtotal (Fixed Income) | | | | 101,221.84 | | | | | |
| Subtotal (Equities) | | | | 101,997.00 | | | | | |
| TOTAL | | 204,252.80 | | 203,218.84 | (1,033.96) | | 12,661 | 8,554 | 4.21 |
| LONG PORTFOLIO | | | Adjusted/Total Cost Basis | Estimated Market Value | Unrealized Gain/(Loss) | Estimated Accrued Interest | Estimated Annual Income | | Current Yield% |
| TOTAL | | | 992,835.34 | 1,081,366.47 | 38,407.13 | 827.82 | 49,737 | | 4.60 |

Total Client Investment: Cost of shares directly purchased and still held. Does not include shares purchased through reinvestment.

Cumulative Investment Return: Estimated Market Value minus Total Client Investment. Cumulative Investment Return is the dollar value of the capital appreciation (depreciation) of all shares purchased and still held, including shares acquired through reinvestment of dividends and distributions, which may be greater or less than the actual income distributed.

Unrealized Gain or (Loss): Estimated Market Value minus Total Cost Basis (total cost of shares directly purchased and still held, as well as cost of shares acquired through reinvestment). Provided for Tax Planning purposes only and is not applicable to retirement accounts.

Initial Purchase: Date of your initial investment in this fund.

Market Timing: Merrill Lynch's policies prohibit mutual fund market timing, which involves the purchase and sale of mutual fund shares within short periods of time with the intention of capturing short-term profits resulting from market volatility. Market timing may result in lower returns for long-term fund shareholders because market timers capture short-term gains that would otherwise pass to all shareholders and due to increased transaction costs and fewer assets for investment due to the need to retain cash to satisfy redemptions.

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YOUR EMA ASSETS

May 30, 2015 - June 30, 2015

Sales Charge Discounts or Waivers: Many funds offer various sales charge discounts or waivers depending on the terms of the prospectus and/or statement of additional information. You should consult a fund's prospectus and/or statement of additional information to determine whether you may qualify for a discount or waiver. Notify your Financial Advisor, Financial Solutions Advisor or Investment Center representative if you believe you qualify for any of these or any other discounts or waivers. Please contact your Financial Advisor, Financial Solutions Advisor or Investment Center representative for further information on available sales charge discounts and waivers.

Notes

Δ Debt Instruments purchased at a premium show amortization

Θ Debt Instruments purchased at a discount show accretion

Total values exclude N/A items

◆ Cost basis has been adjusted by the deferred loss amount from a previous "Wash Sale" and the acquisition date has been adjusted to include the holding period of the lot closed by that previous "Wash Sale".

For Credit Ratings: S&P and Moody's provide credit ratings on the credit quality of certain bonds and preferred stocks. For a credit enhanced security, Moody's and S&P publish and provide third party vendors the higher of the rating on the credit enhancer (guarantor) or the stand alone rating on the underlying security.

YOUR EMA TRANSACTIONS

DIVIDENDS/INTEREST INCOME TRANSACTIONS

| Date | Transaction Type | Quantity | Description | Reinvestment | Income | Income Year To Date |
|-------|-----------------------------|----------|--|--------------|--------|---------------------|
| 06/15 | □ Bond Interest | | AFLAC INC NEW MONEY 05.500% SEP 15 2052 HOLDING 500.0000 PAY DATE 06/15/2015 CUSIP NUM: 001055300 | | 171.88 | |
| 06/15 | □ Bond Interest | | NEXTERA ENERGY CAPITAL SERIES H JR SUB DEB 5.625% DUE 06/15/2072 HOLDING 1300.0000 PAY DATE 06/15/2015 CUSIP NUM: 65339K704 | | 457.03 | |
| 06/30 | □ Bank Interest | | BANK DEPOSIT INTEREST | | .04 | |
| | Subtotal (Taxable Interest) | | | | 628.95 | 3,017.49 |
| 06/01 | * Dividend | | AGL RESOURCES INC COM HOLDING 400.0000 | | 204.00 | |



YOUR EMA TRANSACTIONS

May 30, 2015 - June 30, 2015

DIVIDENDS/INTEREST INCOME TRANSACTIONS (continued)

| Date | Transaction Type | Quantity | Description | Reinvestment | Income | Income Year To Date |
|-------|------------------|----------|---|--------------|--------|------------------------|
| 06/01 | * Dividend | | PAY DATE 06/01/2015 JPMORGAN CHASE & CO NON-CUM SERIES W 6.30% PERPETUAL PFD STK HOLDING 700.0000 | | 275.63 | |
| 06/01 | * Dividend | | PAY DATE 06/01/2015 INTEL CORP HOLDING 700.0000 | | 168.00 | |
| 06/01 | * Dividend | | PAY DATE 06/01/2015 LORD ABBETT SHORT DURATION INCOME FD CL F | | 323.91 | |
| 06/01 | Reinvestment | | PAY DATE 05/29/2015 LORD ABBETT SHORT DURATION INCOME FD CL F | (323.91) | | |
| 06/01 | Divd Reinv | 72 | LORD ABBETT SHORT DURATION INCOME FD CL F REINV AMOUNT \$323.91 REINV PRICE \$4.45000 QUANTITY BOT 72.7890 AS OF 05/29 | | | |
| 06/02 | * Dividend | | CONAGRA FOODS INC HOLDING 300.0000 | | 75.00 | |
| 06/08 | * Dividend | | PAY DATE 06/02/2015 SOUTHERN COMPANY HOLDING 1000.0000 | | 542.50 | |
| 06/09 | * Dividend | | PAY DATE 06/06/2015 HIGHWOODS PPTYS INC REIT HOLDING 380.0000 | | 161.50 | |
| 06/10 | * Dividend | | PAY DATE 06/09/2015 ELI LILLY & CO | | 350.00 | |

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YOUR EMA TRANSACTIONS

May 30, 2015 - June 30, 2015

DIVIDENDS/INTEREST INCOME TRANSACTIONS (continued)

| Date | Transaction Type | Quantity | Description | Reinvestment | Income | Income Year To Date |
|-------|------------------|----------|---|--------------|----------|------------------------|
| 06/15 | * Dividend | | HOLDING 700.0000 PAY DATE 06/10/2015 CSX CORP | | 54.00 | |
| 06/15 | * Dividend | | HOLDING 300.0000 PAY DATE 06/15/2015 NATIONAL RETAIL PROPERTI SERIES E CUM REDEEMABLE 5.70% PFD STK PERPETUAL | | 534.38 | |
| 06/15 | * Dividend | | HOLDING 1500.0000 PAY DATE 06/15/2015 REALTY INCM CRP MD PV\$1. REIT | | 189.50 | |
| 06/15 | * Dividend | | HOLDING 1000.0000 PAY DATE 06/15/2015 SUNTRUST BANKS INC PFD STK SER E NON CUM 05.875% PERPETUAL | | 183.59 | |
| 06/16 | * Dividend | | HOLDING 500.0000 PAY DATE 06/15/2015 CENTURYLINK INC SHS | | 378.00 | |
| 06/22 | * Rpt Fgn Div | | HOLDING 700.0000 PAY DATE 06/16/2015 ROYAL DUTCH SHEL PLC SPONS ADR B | | 188.00 | |
| 06/29 | * Dividend | | HOLDING 200.0000 PAY DATE 06/22/2015 AMEX TECHN LGY SELCT SPDR | | 289.34 | |
| | | | HOLDING 1500.0000 PAY DATE 06/29/2015 | | | |
| | | | Subtotal (Taxable Dividends) | | 3,917.35 | 18,141.71 |
| | | | Subtotal (Tax-Exempt Dividends) | | | 1,112.20 |

+



YOUR EMA TRANSACTIONS

May 30, 2015 - June 30, 2015

DIVIDENDS/INTEREST INCOME TRANSACTIONS (continued)

| Date | Transaction Type | Quantity | Description | Reinvestment | Income | Income Year To Date |
|------------------|------------------|----------|-------------|-----------------|-----------------|---------------------|
| NET TOTAL | | | | (323.91) | 4,546.30 | 22,271.40 |

SECURITY TRANSACTIONS**TRANSACTIONS CONDUCTED PER THE APPLICABLE WRITTEN AGREEMENT**

| Settlement Date | Description | Transaction Type | Quantity | Unit Price | Debit | Credit | Accrued Interest Earned/(Paid) |
|---|--|------------------|----------|------------|-------|--------|--------------------------------|
| 06/05 | TALEN ENERGY CORP SHS WHEN ISSUED HOLDING 500.0000 PAID BY PPL CORPORATION PAY DATE 06/05/2015 | Stock Dividend | 62 | | | | |
| <i>Subtotal (Other Security Transactions)</i> | | | | | | | |
| TOTAL | | | | | | | |

REALIZED GAINS/(LOSSES)

| Description | Quantity | Acquired Date | Liquidation Date | Sale Amount | Cost Basis | This Statement | Gains/(Losses) * Year to Date |
|-----------------------|----------|---------------|------------------|-------------|------------|----------------|----------------------------------|
| Subtotal (Long-Term) | | | | | | | (5,668.33) |
| Subtotal (Short-Term) | | | | | | | 9,469.85 |
| TOTAL | | | | | | | 3,801.52 |

* - Excludes transactions for which we have insufficient data

ATHENS-CLARKE COUNTY LIBRARY

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YOUR EMA TRANSACTIONS

May 30, 2015 - June 30, 2015

SECURITIES YOU TRANSFERRED IN/OUT

| Date | Description | Transaction Type | Quantity | Value of Securities | Year To Date |
|------------------|--|------------------|----------|---------------------|--------------|
| 06/01 | LORD ABBETT SHORT DURATION INCOME FD CL F FULL SHARE ACCUM SHARE VALUE \$4.45 | Journal Entry | 1 | 4.45 | |
| NET TOTAL | | | | 4.45 | 8.90 |

CASH/OTHER TRANSACTIONS

| Date | Transaction Type | Quantity | Description | Debit | Credit |
|--|------------------|----------|--|-------|-------------|
| 06/10 | ■Cash in Lieu | | TALEN ENERGY CORP SHS WHEN ISSUED HOLDING 500.0000 PAID BY PPL CORPORATION PAY DATE 06/05/2015 | | 8.66 |
| <i>Subtotal (Other Debits/Credits)</i> | | | | | 8.66 |
| NET TOTAL | | | | | 8.66 |

YOUR EMA MONEY ACCOUNT TRANSACTIONS

| Date | Description | Withdrawals | Deposits | Date | Description | Withdrawals | Deposits |
|------------------|-------------------------|-------------|----------|-----------------|-------------------------|-------------|----------|
| 06/01 | ML BANK DEPOSIT PROGRAM | | 1.00 | 06/11 | ML BANK DEPOSIT PROGRAM | | 359.00 |
| 06/02 | ML BANK DEPOSIT PROGRAM | | 647.00 | 06/16 | ML BANK DEPOSIT PROGRAM | | 1,590.00 |
| 06/03 | ML BANK DEPOSIT PROGRAM | | 75.00 | 06/17 | ML BANK DEPOSIT PROGRAM | | 378.00 |
| 06/09 | ML BANK DEPOSIT PROGRAM | | 543.00 | 06/23 | ML BANK DEPOSIT PROGRAM | | 188.00 |
| 06/10 | ML BANK DEPOSIT PROGRAM | | 161.00 | 06/30 | ML BANK DEPOSIT PROGRAM | | 290.00 |
| NET TOTAL | | | | 4,232.00 | | | |



FUNDAMENTAL EQUITY OPINION KEY AND GUIDE TO YOUR BofA MERRILL LYNCH RESEARCH RATINGS

BofA MERRILL LYNCH RESEARCH

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Equity Opinions include a Volatility Risk Rating, an Investment Rating and an Income Rating.

BofAML Research Volatility Risk Ratings

Indicators of potential price fluctuation are:

- A** – Low
- B** – Medium
- C** – High

BofAML Research Income Ratings

Indicators of potential cash dividends are:

- 7** – Same/higher (dividend considered to be secure)
- 8** – Same/lower (dividend not considered to be secure)
- 9** – Pays no cash dividend

BofAML Research Investment Ratings

Reflect the analyst's assessment of a stock's absolute total return potential and the stock's attractiveness for investment relative to other stocks within a Coverage Cluster (defined below).

There are three investment ratings:

- 1** – Buy stocks are expected to have a total return of at least 10% and are the most attractive stocks in the Coverage Cluster
- 2** – Neutral stocks are expected to remain flat or increase in value and are less attractive than Buy rated stocks
- 3** – Underperform stocks are the least attractive stocks in a Coverage Cluster

Analysts assign investment ratings considering, among other things, the 0-12 month total return expectation for a stock and the firm's guidelines for ratings dispersions (shown in the table below). The current price objective for a stock should be referenced to better understand the total return expectation at any given time. The price objective reflects the analyst's view of the potential price appreciation (depreciation).

| BofAML Research Investment Rating | Total return expectation (within 12-month period of date of initial rating) | Ratings dispersion guidelines for Coverage Cluster+ |
|-----------------------------------|---|---|
| Buy | > or = 10% | < or = 70% |
| Neutral | > or = 0% | < or = 30% |
| Underperform | N/A | > or = 20% |

+Ratings dispersions may vary from time to time where BofAML Research believes that it better reflects the investment prospects of stocks in a Coverage Cluster.

A Coverage Cluster is comprised of stocks covered by a single analyst or two or more analysts sharing a common industry, sector, region or other classification(s). A stock's Coverage Cluster is included in the most recent BofAML Comment referencing the stock.

THIRD PARTY RESEARCH

Third party research on the equity securities of certain companies is available to clients for informational purposes. Clients can access this research at www.mymerrill.com or can call 1-800-MERRILL to request that a copy be sent to them. Please note that the third party research rating is not necessarily equivalent to, or derived using the same methodology as, the BofAML Research ratings or the ratings of other third party research providers.

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Please promptly report any inaccuracy, discrepancy, and/or concern by calling Wealth Management Client Support at (800-MERRILL) within ten (10) business days after delivery of or communication of the account statement. You should re-confirm any oral communications in writing to protect your rights.

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We are associated with a NYSE Designated Market Maker (DMM) that may make a market in the security(ies) held in your account. At any time, the DMM may have a "long" or "short" inventory position in such security(ies) and may be on the opposite side of transactions in the security(ies) executed on the floor of the NYSE. We also act as a market maker, dealer, block positioner or arbitrageur in certain securities. These activities may put us or one of our affiliates on the opposite side of transactions we execute for you and potentially result in trading profits for us or our affiliates.

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Additional Information

We will route your equity and option orders to market centers consistent with our duty of best execution.

Except for certain custodial accounts, we hold bonds and preferred stocks in bulk segregation. If there is a partial call for those securities, securities will be randomly selected from those held in bulk. The probability of your holdings being selected is proportional to the total number of customer holdings of that particular security that we hold.

This statement serves as a confirmation of certain transactions during the period permitted to be reported periodically. Additional information is available upon written request.

In accordance with applicable law, rules and regulations, your free credit balance is not segregated and we can use these funds in our business. Your free credit balance is the amount of funds payable upon your demand. You have the right to receive, in the normal course of business, any free credit balance and any fully paid securities to which you are entitled, subject to any obligations you owe in any of your accounts.

For clients enrolled in a sweep program, the balance in any bank deposit account or shares of any money market mutual fund in which you have a beneficial interest can be withdrawn or liquidated on your order and the proceeds returned to your securities account or remitted to you.

You will have the right to vote full shares and we may solicit voting instructions concerning these full shares in your account. Voting shares in your account will be governed by the then current rules and policies of FINRA and the Securities Exchange Commission or other applicable exchanges or regulatory bodies.

All transactions are subject to the constitution, rules, regulations, customs, usages, rulings and interpretations of the exchange or market, and its clearinghouse, if any, where the transactions are executed, and if not executed on any exchange, FINRA.

You may obtain an investor brochure that includes information describing the FINRA Regulation Public Disclosure Program ("Program"). To obtain a brochure or more information about the Program or your broker

contact the FINRA Regulation Public Disclosure Program Hotline at (800)289-9999 or access the FINRA website at www.finra.org.

We receive a fee from ISA® banks of up to 2% per annum of the average daily balances. We receive a fee from our affiliated banks of up to \$100 per annum for each account that sweeps balances to the banks under the RASPSM and ML bank deposit programs. We receive a fee from Bank of America, N.A. of up to 0.25% per annum of the average daily Preferred Deposit[®] and Preferred Deposit for Business[®] balances.

Options Customers

For all customers, including those who own options, please promptly advise us of any material change in your investment objectives or financial condition. Individual options commission charges have been included in your confirmation. You may request a summary of this information.

Margin Customers

If this statement is for a margin account, it is a combined statement of your margin account and special memorandum account maintained for you pursuant to applicable regulations. The permanent record of the separate account, as required by Regulation T, is available for your inspection upon request. You should retain this statement for use with your next statement to calculate interest charges, if any, for the period covered by this statement. The interest charge period will parallel the statement period, except that interest due for the final day of the statement period will be carried over and appear on your next statement.

Coverage for your Account

The Securities Investor Protection Corporation (SIPC) and our excess-SIPC insurance policy do not cover commodities futures contracts, fixed annuity contracts, hedge funds, private equity funds, commodity pools and other investment contracts (such as limited partnerships) that are not registered with the US Securities Exchange Commission, precious metals, other assets that are not securities, as defined by SIPC, and assets that are not held at MLPF&S, such as cash on deposit at Bank of America, N.A. or Bank of America California, N.A. (Merrill Lynch affiliated banks) or other depository institutions. Those bank deposits are protected by the FDIC up to applicable limits. MLPF&S is not a bank. Unless otherwise disclosed, INVESTMENTS THROUGH MLPF&S ARE NOT FDIC INSURED, ARE NOT BANK GUARANTEED AND MAY LOSE VALUE. To obtain information about SIPC, including the SIPC Brochure, contact SIPC at <http://www.sipc.org> or (202)371-8300.

Fixed Income Securities

Values on your statement generally are based on estimates obtained from various sources. These values assume standard market conditions, are not firm bids or offers and may vary from prices achieved in actual transactions, especially for thinly traded securities. These values are generally for transactions of \$1 million or more, which often reflect more favorable pricing than transactions in smaller amounts. You may pay more than these values if you purchase smaller amounts of securities, or receive less if you sell smaller amounts of securities.

Prices and Valuations

While we believe our pricing information to be reliable, we cannot guarantee its accuracy. Pricing information provided for certain thinly traded securities may be stale.

Investments such as direct participation program securities (e.g., partnerships, limited liability companies, and real estate trusts which are not listed on any exchange), and alternative investments (e.g., commodity pools, private equity funds, private debit funds, and hedge funds) are generally illiquid investments. No formal trading market exists for these securities and their current values will likely be different from the purchase price. Unless otherwise indicated, and except for certain alternative investment funds sponsored by affiliates of MLPF&S, the value shown on this statement for an investment in these securities has been provided by the management, administrator or sponsor of each program or a third-party vendor, in each case without independent verification by MLPF&S. This value represents their estimate of the value of the investor's interest in the net assets of the program, as of a date no more than 18 months from the date of this statement. Therefore, the values shown may not reflect actual market value or be realized upon a sale. If an estimated value is not provided, accurate valuation information is not available.

Cost Data/Realized Capital Gains & Losses

Cost Data and Realized Capital Gains/Losses are provided in this statement for informational purposes only. Please review for accuracy. Merrill Lynch is not responsible for omitted or restated data. Please consult your tax advisor to determine the tax consequences of your securities transactions. Your statement is not an official accounting of gains/losses. Please refer to your records, trade confirmations, and your Consolidated Tax Reporting Statement (Form 1099).

Insurance Policies and Annuity Contracts

Information is based on data from the issuing insurer. We are not responsible for the calculation of policy/contract values. Insurance policies and annuity contracts are generally not held in your MLPF&S account. If we, as custodian or trustee, hold an annuity contract that is a security, SIPC and excess-SIPC coverage apply.

Estimated Annual Income and Current Yield

Estimated Annual Income and Current Yield for certain types of securities could include a return of principal or capital gains in which case the Estimated Annual Income and Current Yield would be overstated. Estimated Annual Income and Current Yield are estimates and the actual income and yield might be lower or higher than the estimated amounts. Current Yield is based upon Estimated Annual Income and the current price of the security and will fluctuate.

Market-Linked Investments (MLI)

MLIs are debt securities or Certificates of Deposit linked to an underlying reference asset. They are reflected on your statement by their underlying reference asset - equities (e.g., stocks, ETFs, equity indices), alternative investments (e.g., commodities, currencies), or fixed income (e.g., interest rates). This classification method illustrates your asset allocation.

Symbols and Abbreviations

| | |
|----------|--|
| □ | Interest reported to the IRS |
| ■ | Gross Proceeds reported to the IRS |
| * | Dividends reported to the IRS |
| : | Transactions reported to the IRS |
| OCC | Options Clearing Corporation |
| # | Transaction you requested same day payment. Prior day's dividend retained to offset cost of advancing payment on your behalf |
| N/A | Price, value and/or cost data not available |
| N/C | Not-Calculated |
| N/N | Non-negotiable securities |
| N/O | Securities registered in your name |
| N/O CUST | Non-negotiable securities registered in the name of the custodian |
| ↑ ↓ | Indicates that BofA Merrill Lynch Research has upgraded (↑) or downgraded (↓) its fundamental equity opinion on a security. |

ATHENS-CLARKE COUNTY LIBRARY
ENDOWMENT FUND, INC
ATTN KATHRYN AMES
2025 BAXTER ST
ATHENS GA 30606-6331

XO 100006 599 172 002152 #003 AT 0.676

July 14, 2015

MEMORANDUM TO THE ACC LIBRARY BOARD

SUMMARY OF LEGAL ISSUES WORKSHOP

As you know, Julie Walker, State Librarian, conducted a workshop here covering two major aspects of Georgia statutes that cover (A) duties and responsibilities of board of trustees and (B) open meetings and records.

The first attached page summarizes (A). The various sections are expanded in the full OCGA, available on line.

The next three pages are the Table of Contents for a summary of open meetings and records prepared by a lawyer for the Georgia Public Library Service. It is downloadable from the GPLS website. I can forward a .pdf download to you, if you wish.

Comments: Ms. Walker said that the State Attorney General is making a point of enforcing the latter. Of particular interest and importance, it seems to me, are the following provisions.

- All board and committee meetings must be posted in advance.
- All these meetings – with very few exceptions – are open to the public.
- All records and correspondence are open to the public, on request. This covers any written correspondence including e-mails related to board business and issues.
- Violations of these laws may result in penalties.

This board has been filling its responsibilities under both trustee laws and open meetings and records, to the best of my knowledge. We may not have been posting committee meeting notices, but this is not too hard to tend to, even with a meeting that is called on short notice.

Questions?

Wally Eberhard, Board chair

Title 20. Education
Chapter 5. Libraries
Article 2. Local and Regional Public Libraries
Part 2. County and Regional Public Libraries
O.C.G.A. § 20-5-43. Duties and responsibilities of board of trustees

The board of trustees shall have duties and responsibilities which include but are not limited to the following:

- (1) To employ a library director who meets state certification requirements and such other employees as necessary upon the recommendation of the library system director; provided, however, that the board shall be authorized to delegate employment of staff members to the library system director;
- (2) To approve budgets prepared by the library system director and assume responsibility for the presentation of the library's fiscal needs to the supporting agencies;
- (3) To attend board meetings;
- (4) To establish policies governing library programs, including rules and regulations governing the use of the library;
- (5) To set policy for the administration of gifts of money and property;
- (6) To present financial and progress reports to governing officials and to the public;
- (7) To notify the appropriate authorities of a vacancy on the board so that a person may be appointed to complete unexpired or full terms; and
- (8) To notify the library system director, in advance, of all meetings of library boards and board committees.

Current through the 2012 Regular Session

Minor, M. A., & Georgia Public Library Service. (2012). *Constitutions and bylaws for Georgia public libraries: A handbook for system directors and library administrators*, pp. 5-8, 16-17. (available at http://www.georgialibraries.org/lib/publiclibinfo/Constitutions_Bylaws-ga-pub-lbs-02-2012.pdf. Hard copies are also available through PINES (call number 027.4758 M6662)).

Georgia's Open Meetings/Open Records Laws

A Guide for Public Librarians
October 2012

Marti A. Minor, J.D., M.L.I.S.

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These materials are provided as general information only. No legal advice is being given by the Georgia Public Library Service, the Board of Regents of the University System of Georgia, or any other person. You should consult with your attorney on all legal matters.

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It's the end of the world and we read it.

AFTER THE END:

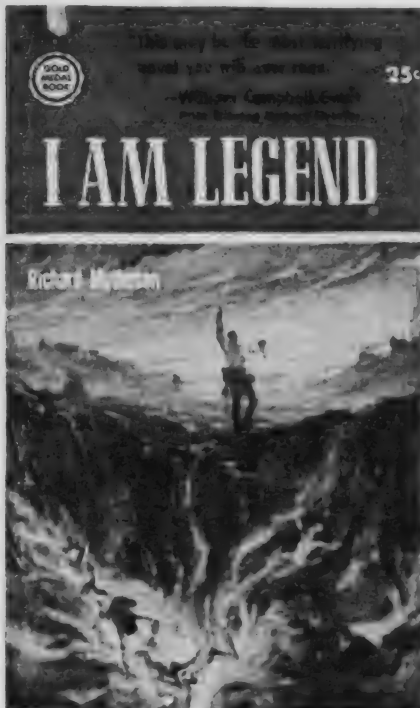
A Post-Apocalyptic Book Group


THURSDAY, AUGUST 6

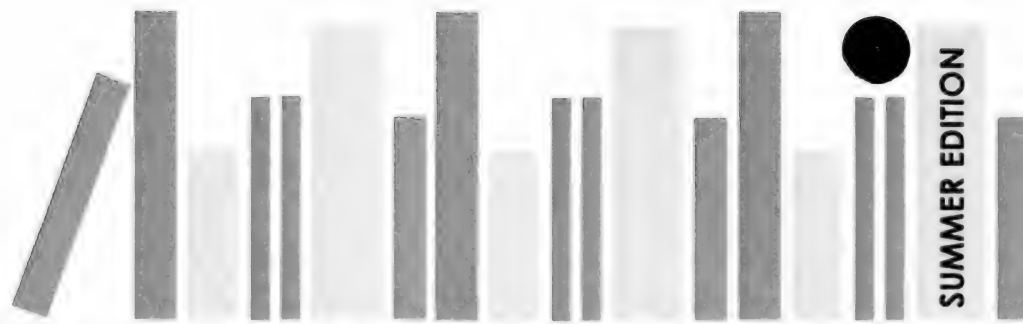
7:00 P.M.

After the End is a book group for who enjoy fiction set in the future after an apocalyptic event.

August's title is *I am Legend* by Richard Matheson. The story follows Robert Neville's struggle to survive after a nuclear war that has caused all humans to mutate into vampires, except for Neville.




Athens-Clarke
COUNTY LIBRARY



FRIENDS OF THE ATHENS-CLARKE COUNTY LIBRARY

BOOK SALE

2015 Summer Book Sale!

Thousands of titles available! All proceeds benefit the library.

Thursday, August 13, 9:00 a.m.-8:30 p.m.

Friday, August 14, 9:00 a.m.-5:30 p.m.


Saturday, August 15, 9:00 a.m.-5:30 p.m.

**Fill a bag for just \$10 all day Saturday!*



**Friends of Athens-Clarke
County Library**

2025 Baxter St.
Athens, Georgia 30606
706-613-3650 ext. 344
<http://www.athenslibrary.org>



Drumming Circle for Beginners

Thursday, July 30

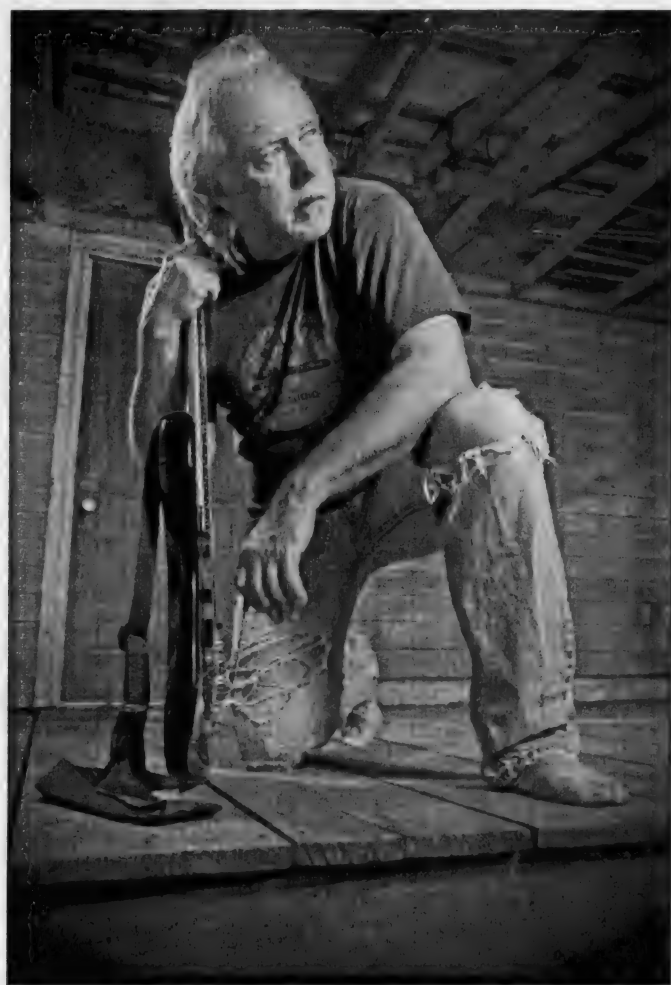
12:15 p.m.

Multipurpose Room A



Come drum your stress away at this month's Lunchtime Learning! Drumming is a great way to have fun and relax, and this is a great opportunity to learn the basics. Never played an instrument before? No worries, no musical or drumming experience necessary!

THE SHAWN WILCOX BAND



Enjoy the sounds of Appalachia and modern music all in one show! The grandson of a Tennessee moonshiner, Wilcox has made it his mission to re-invent Hillbilly Music. Using traditional musicians, electronics and spoken word poetry, a performance by the Shawn Wilcox Band will not easily be forgotten!

Sunday, August 2
3:00 p.m.
Appleton Auditorium




Athens-Clarke
COUNTY LIBRARY

GALILEO Genealogy Resources

Join us to learn how to use GALILEO for genealogy! It is highly encouraged that attendees have taken the Getting Started with Genealogy course, or another introductory genealogy course, prior to attending. Registration is required and can be completed at the from our online events calendar at <http://athenslibrary.org/events/athens-clarke-county-library>.

Tuesday, July 28

6:00 p.m.

In Computer Training Room

Georgia's Virtual Library
GALILEO
An Initiative of the University System of Georgia

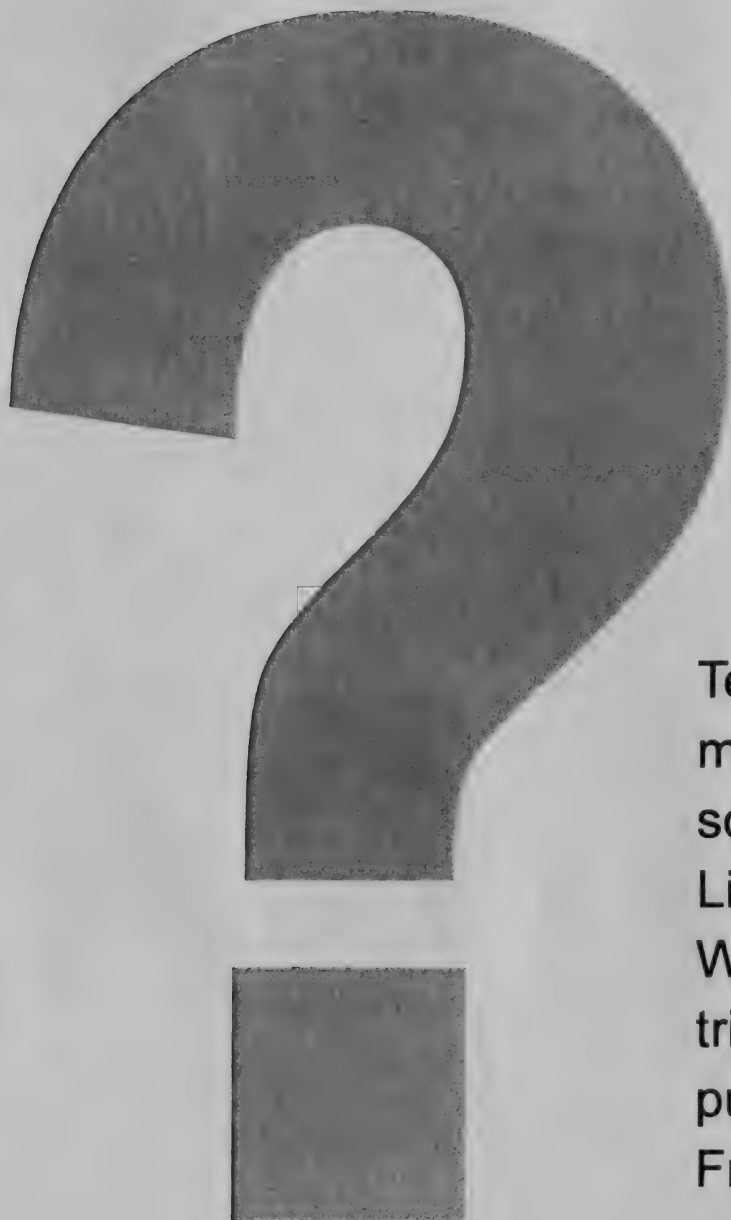


Trivia Night

Thursday, July 16

7:00 p.m.

Multipurpose Room C



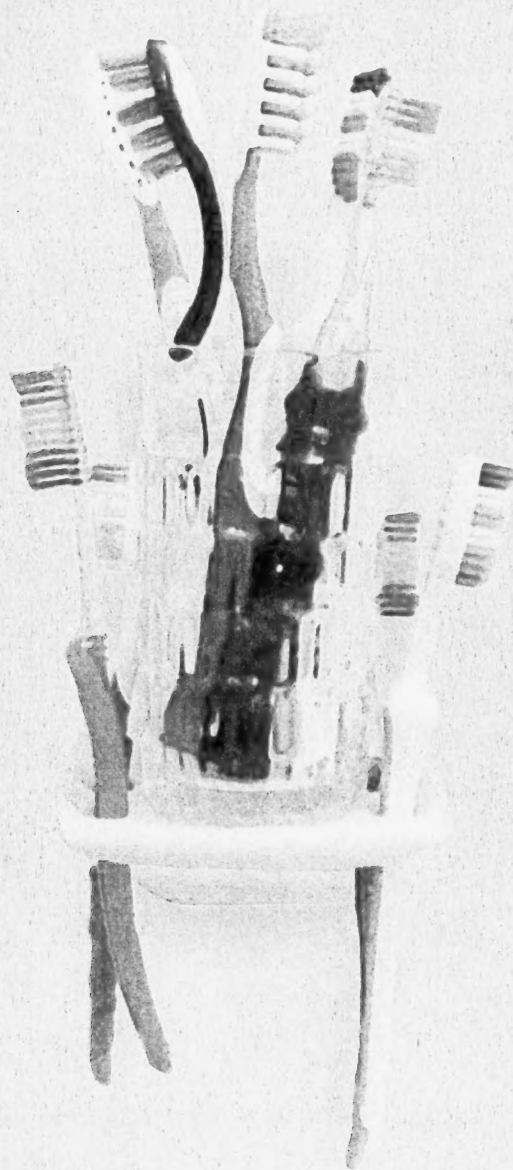
Test your knowledge and maybe even learn something new! Join the Library's own Eddie Whitlock for a great game of trivia! Free and open to the public. Sponsored by the Friends of the Library.

KEEPING COMPANY

ELDER COHOUSING

AND OTHER INNOVATIVE HOUSING OPTIONS

A TALK BY **DR ANNE GLASS**, ASSOCIATE DIRECTOR,
INSTITUTE OF GERONTOLOGY, UNIVERSITY OF GEORGIA



ATHENS-CLARKE COUNTY LIBRARY

7:00 PM • THURSDAY, JULY 23 2015

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SUPERHERO ACADEMY!

***THURSDAY, JULY 30
10:30 A.M.***

***THE CHILDREN'S STAFF PRESENT THEIR
HANDS-ON SUPERHERO ACADEMY! MAKE
COOL ACCESSORIES AND TRY YOUR BEST AT
OUR SUPERHERO OBSTACLE COURSE!***

***EVERY HERO HAS A
STORY!***

Events at the Athens-Clarke County Library



JULY 2015



2025 Baxter Street • Athens, Georgia 30606 • (706) 613-3650 • www.athenslibrary.org/athens

The Library will be closed Friday, July 3, and Saturday, July 4, in observance of Independence Day.

EVENTS FOR CHILDREN

Throughout July

Children ages 2 to 5 years, join us for **Preschooler Storytime** Tuesdays and Wednesdays at 9:30 and 10:30 a.m. **Bedtime Stories** are on Mondays at 7:00 p.m. for children of all ages. **Saturday Movies in the Storyroom** are on Saturdays at 10:30 a.m. and 2:30 p.m. Call (706) 613-3650, ext. 314. *No Saturday Movies on July 4.*

Thursday, July 2 10:30 a.m.

Summer Reading Performance Series: Shadow Puppets with Damon Young - Take a magical quest to find the chicken-legged hut of mysterious Baba Yaga. Travel with Prince Ivan on the back of a wolf in search of the dazzling Firebird. Cheer on Hercules as he attempts his 12 labors. In Multipurpose Rooms.

Thursday, July 9 10:30 a.m.

Summer Reading Performance Series: The Bat Lady! - Vicky Smith, "The Bat Lady," will bring live bats to the library! Many myths exist about these misunderstood, unappreciated flying mammals. See them up close and learn how valuable they are to our environment! In Multipurpose Rooms.

Mondays, July 6 & 20 10:30 a.m.

Open Playtime - For children ages 1 to 3 and their caregivers. Come play together with age-appropriate toys! In Storyroom.

Mondays, July 13 & 27 10:30 a.m.

Infant Storytime - Designed to nurture language skills through literature-based materials and activities. Parents assist children in movements and actions while having a great time. In Storyroom.

Thursday, July 16 10:30 a.m.

Summer Reading Performance Series: GYSTC Magic of Science Show - Georgia Youth Science and Technology Center proudly present a show where every trick is revealed through edutainment. It's not magic; it's science! In Multipurpose Rooms.

Sunday, July 19 3:00-4:00 p.m.

Read to Rover - Beginning readers read aloud to a certified therapy dogs, a.k.a. Tail Waggin' Tutors! All dogs are insured and with of their trainers. First come, first served. In Storyroom.

Tuesday, July 21 4:30 p.m.

Tween/Teen Lego Club - Create Lego art and enjoy Lego-based activities. No need to bring your own blocks; we've got you covered! Ages 8 and up. In Storyroom.

Thursday, July 23 10:30 a.m.

Summer Reading Performance Series: Georgia Power's Superhero Show—Have fun learning about electricity and power companies, and what you can do to become an Energy Hero! In Multipurpose Rooms.

Thursday, July 23 4:30 p.m.

Book Jammers! - Children and their families are invited to join us for stories, trivia, crafts and fun! Promotes literacy through the art of listening and helps to lengthen attention spans. For children ages 6 to 11. In Storyroom.

Thursday, July 30 10:30 a.m.

Summer Reading Performance Series: Superhero Academy—Make cool superhero accessories and try your best at our superhero obstacle course! In Multipurpose Rooms.

EVENTS FOR TEENS

Mondays in July 4:00-5:30 p.m.

Open Chess Play - Players of all skill levels are invited. Members of the local Chess and Community Conference will assist players and help build skill level. No registration required. Open to tweens & teens ages 10-18. In Multipurpose Room A.

Wednesdays and Thursdays in July 4:00-5:00 p.m.

Maker Camp—Join us for *Make* and *Google's* online Maker Camp! We'll stream the camp presentation and then make a project! Open to ages 9-18. Different themes each week:

July 8 & 9 - Fantasy (movie making)

July 15 & 16 - Funkytown (make your own instruments)

July 22 & 23 - Farmstead (sustainability)

July 29 & 30 - Fun and Games (make your own game)

Tuesday, July 7 4:00-5:00 p.m.

3D Printing for Teens—Learn how to use our Makerbot as our Unleash Your Digital Talent Month kicks off! Open to teens ages 11-18. Space is limited; registration is required! Call (706) 613-3650, ext. 329, or email plewis@athenslibrary.org

Friday, July 10 4:00-5:30 p.m.

Anime Club—Watch your favorite anime series, draw, discuss the manga you're reading and experiment with original design. Open to teens in grades 6-12. In Multipurpose Room A.

Tuesday, July 14 4:00-5:00 p.m.

Create Photo Filters—Learn how to make your own! Open to teens 11-18. Space is limited; registration is required. Call (706) 613-3650, ext. 329, or email plewis@athenslibrary.org.

Friday, July 17 6:00-8:00 p.m.

Afterhours: Make Your Own Video Game - Make a video game using Scratch then play it with a banana or something you bring from home! We'll have pizza. Open to teens 11-18; registration required. Call (706) 613-3650, ext. 329, or email plewis@athenslibrary.org.

Tuesday, July 21 4:00-5:00 p.m.

Make GIFS and Memes - Learn how to make your own in our computer lab! Open to teens 11-18; registration required. Call (706) 613-3650, ext. 329, or email plewis@athenslibrary.org.

Friday, July 24 4:00 p.m.

Music Club—Hang out, eat snacks and talk about music. We'll listen to what you want to hear and maybe play a few instruments while we're at it! Open to teens 11-18.

Tuesday, July 28 4:00 p.m.

Beatlab Basics—Learn all about Beatlab and how you can create and record your own music with only a computer! Open to teens 11-18. Space is limited; preregistration required. Call (706) 613-3650, ext. 329, or email plewis@athenslibrary.org.

All events are free and open to the public unless otherwise noted. This schedule is tentative and subject to change. Please call the Library for more information.



EVENTS FOR ADULTS

Thursdays in July

9:00-9:45 a.m.

One-on-One Computer Tutorial - Join us for personalized instruction on your choice of computer topics. Call 706-613-3650, ext. 354, or stop by the Reference Desk for a list of topics and to register. In computer training room.

Thursdays in July

9:00 a.m. and 6:00 p.m.

Saturdays in July

11:00 a.m.

One-on-One Digital Media Center Tutorials - Get individual instruction for a graphics, audio, or video editing project. Sign up at the Information Services Desk, or call (706) 613-3650 ext. 354. Sessions are 45 minutes. In the Digital Media Center.

Tuesday, July 7

10:00-11:30 a.m.

Computer Class: Mouse and Keyboard Skills - Free registration required. Call (706) 613-3650, ext. 354. In the second floor computer training lab.

Wednesday, July 8

7:00 p.m.

Photoshop for Beginners - This hands-on class will introduce you to the basics of Photoshop. Limited to 4; registration is required. In the Digital Media Center.

Thursday, July 9

6:30 p.m.

Movie Night: Hero Edition - To Kill a Mockingbird - (1962) B&W, 129 min. D: **Robert Mulligan**. This adaptation of **Harper Lee**'s classic novel about race relations in the South is one of the few cases where the movie is as good as the book. In a career-defining performance, **Gregory Peck** plays Atticus Finch, a white lawyer living in a racially-charged Southern town who defends a black man who was unjustly accused. He may not have superpowers, but Atticus Finch is one of the great literary heroes of the 20th century. In Appleton Auditorium.

Friday, July 10

3:00 p.m.

Video Editing for Beginners - Learn the basics of video editing using Adobe Premiere. Limited to 4; registration is required. In the Digital Media Center.

Saturday, July 11

2:00 p.m.

Café au Libris with Hugh Acheson - Join the Friends of Athens-Clarke County Library for a special afternoon with award-winning Athens chef, restaurateur, *Top Chef* judge and author **Hugh Acheson**! Hugh will discuss his new cookbook, *The Broad Fork: Recipes for the Wide World of Vegetables and Fruit*. Copies of the book will be available for purchase and signing. Free and open to the public!

Tuesday, July 14

10:00-11:30 a.m.

Computer Class: Introduction to Computers and Windows 7 - Free registration required. Call (706) 613-3650, ext. 354. In the second floor computer training lab.

Wednesday, July 15

10:30 a.m.

Talking About Books Adult Book Discussion Group - This month's title is *The Hunger Games* by **Suzanne Collins**. In Multipurpose Room B. Newcomers always welcome!

Wednesday, July 15

7:00 p.m.

Web Design for Beginners - This class will introduce you to the basics of HTML and CSS for creating simple web pages and also Adobe Dreamweaver for creating and editing code. Limited to 4; registration is required. In the Digital Media Center.

Thursday, July 16

6:00 p.m.

Local History Book Club—This month's title is *The Poppy Lady: Moina Belle Michael and Her Tribute to Veterans*, by **Barbara Elizabeth Walsh** (author) and **Layne Johnson** (illustrator). Yes, you guessed it: this is a picture book! School-aged children are welcome to attend! In Heritage Room Conference Room.

Thursday, July 16

7:00 p.m.

Thursday Night Trivia - Calling himself "a veritable cesspool of worthless information," **Eddie Whitlock** will be our host for a night of trivia and prizes. The topic for the evening's questions will be **Heroes**. Although younger folk are welcome, Thursday Night Trivia is geared toward an adult audience. Prizes will be gift certificates to the Library Store. In Multipurpose Room A.

Saturday, July 18

2:00 p.m.

Writing Faster, Writing Better, and Writing More of What You Love - Professional writer **Rachel Aaron** discusses her techniques for faster, better writing. If you'd like to learn how to get the most out of your limited writing time, or if you've always wanted to write, but you're not sure where to begin, this class will cover the basics of daily writing, plotting and story construction. In Multipurpose Room B.

Tuesday, July 21

10:00-11:30 a.m.

Computer Class: Introduction to Microsoft Word - Free registration required. Call (706) 613-3650, ext. 354. In the second floor computer training lab.

Wednesday, July 22

7:00 p.m.

Podcasting for Beginners - Learn how to record and edit basic sound files using Audacity, which you can then distribute online to friends, clients, or fellow hobbyists. Limited to 4; registration is required. In the Digital Media Center.

Thursday, July 23

7:00 p.m.

Keeping Company: Elder Cohousing and Other Living Options for Seniors - Senior cohousing is becoming a popular option for baby boomers and older adults. It allows residents to confront the issues of aging in a new way. In these communities, a group shares a property, lives in condos or attached homes clustered together, and shares some weekly dinners, outdoor space and facilities. **Dr. Anne Glass**, associate director of UGA's Institute of Gerontology, will explore these and other innovative ideas about housing for seniors. Presented by Reflecting, Sharing Learning. This lecture will be streamed live (and archived) at www.RSLAthens.org. Call (706) 613-3650, ext. 343, or email vburns@athenslibrary.org for information.

Saturday, July 25

3:00 p.m.

Illustrator for Beginners - Learn how to create graphics with vectors using Adobe Illustrator. This is ideal for logos or artwork you want to print in multiple sizes. Limited to 4; registration is required. In the Digital Media Center.

Monday, July 27

2:00-7:00 p.m.

American Red Cross Blood Drive - Be a hero; give blood! Walk-ins welcome; visit www.redcrossblood.org for appointments. In Multipurpose Rooms B & C.

Monday, July 27

7:00 p.m.

Last Monday Book Group, Adult Book Discussion Group - This month's title is *Portrait of the Artist as a Young Man* by **James Joyce**. Call (706) 613-3650, ext. 356. In Multipurpose Room C.

Tuesday, July 28

6:00-8:00 p.m.

GALILEO for Genealogists - This class will explore the resources available to Georgia genealogists for free via GALILEO, an online Library portal to authoritative, subscription-only information that isn't available through free search engines or web directories. In the 2nd Floor Computer Lab. Registration is required; call the Heritage Room at (706) 613-3650, ext. 350, or register from the Heritage Room's online calendar of events.

Thursday, July 30

12:15 p.m.

Lunchtime Learning: Drumming Circle for Beginners—Drum your stress away! Have fun and relax in this introduction to hand-drumming. Bring your drum if you have one; we'll have some to borrow. No musical experience needed! Free and open to the public. In Multipurpose Room A.